TOLLESHUNT KNIGHTS PARISH COUNCIL
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Parish Clerk: clerk@tkpc.org.uk

Minutes of the Ordinary Meeting of the above Council held on **Monday 21st September 2026** in the Village Hall Top Road Tolleshunt Knights.

Present: Cllrs M Thompson (Chair and clerk), D Tungatt, N Lewis, M Sullivan and G Cook.

Public session: Mr Neil Blay was in attendance. No matters were raised.

4104.26 To receive apologies for absence, other announcements and Declarations of Interest in the Meeting's agenda items. Apologies were received from Cllr Porter

4105.26 To approve the Minutes of the Meeting held on 17.08.26. These were agreed.

4106.26 To receive items of information on the above Minutes – no matters were raised.

4107.26 To consider co-option to fill the remaining vacancy on the Parish Council. No matters were raised.

4108.26 To consider paying a minute-taker for Council meetings – update – no update was available.

4109.26 To consider planning issues:

a. Decisions by Maldon District Council – none received to date.

b. New applications to include any received after publication of the agenda

26/00553/FUL	Community Of St John the Baptist	Erection of a replacement accommodation block – RESOLVED to not object.

c. Enforcement issues – progress report (if any). No progress report was available.

d. To consider any other planning issues which may arise. No matters were raised.

4110.26 To consider any correspondence received. None had been received.

To consider any Highways issues, including:

a. Latest Trucam report for August 2026 – this had been received and circulated on the day of the meeting.

To consider any other highways issues/reports which may be received including

a. Speeding issues on Darcy Road
b. Overgrown hedge on Darcy Road creating a blind bend. Clerk to establish address of the hedge and report to Highways.

It was noted that the hedge on the right-hand corner of The Folly was also overgrown. Clerk to report to Highways.
Hawthorns – Cllrs Lewis and Sullivan would attend to the hedge as residents.

Cllr Cook asked for the specification or a map of what Highways are supposed to cut. Clerk to obtain this.

4111.26 Public rights of way report. Cllr Cook reported that they were all good, still hard.

4112.26 Road Safety report. No matters were raised.

4113.26 Press Officer's report. None – it was RESOLVED to remove this item from future agendas.

4114.26 Report of the Village Hall Management Committee representative. None was available as Cllr Porter was not in attendance.

4115.26 To consider obtaining a debit card for use on the TKPC current account – update. This had been received by MT and the Fin Regs would be amended to allow for its use by the Clerk for purchases up to £1,000 without prior agreement at a meeting. No cash withdrawals would be allowed.

4116.26 To consider expansion of the CCTV setup to include three additional cameras, one of which would be placed inside the village Hall porch. DT had obtained 3 quotes. It was agreed to defer any decision until MP could be present.

4117.26 To receive the financial reports for September 2026, and to approve the following payments including:

1.1. The reports were received and the following payments approved. The invoices listed have been examined, verified and certified by the RFO.

MDC	Grounds maintenance July-September	£1028.82
Starboard Systems	Monthly accounts support	£39.60 DD
Bonz Cairey	Tree work	£780.00
TKVHMC	Hall Hire	£48.00

4118.26 To consider any issues concerning the playing field, play area and car park, including:

a. Defibrillator – update. None was available as Cllr Porter was not present.

b. Hire of the field by various organisations/individuals.

Torquespeed FC's request to use part of the playing field for their youth team (under 10s) to practice on Wednesday evening until the end of September – The Clerk noted that she would be notified at the end of the month how many times the fir=eld had been used and would raise and invoice to Torquespeed FC.

c. Tree issues. To receive an update after the dead wooding of the trees on the playing field. Cllr Lewis noted that all four trees were completed. The second one in from the car park has fungus part way up the trunk and MDC needs to be informed. The tree may have to come down.
The bench cannot be removed without permission from MDC.
RESOLVED that the clerk would write to MDC to inform them of the issues and find out what the next steps should be.

d. To consider the refurbishment of the play area:
To receive an update on the play area fence (Fourways) and the works to the play area equipment (Playquip).

The fence had been started and would be finished the following day, then Cllr Tungatt would get Playquip to start.

4119.26 To review the following policies: -

- Financial Regulations – deferred for the clerk to include regulations on the debit card and bring back to the following meeting.
- Freedom of Information Act Publication Scheme - resolved to re-adopt.
- Tree Management Policy – resolved to re-adopt.
- Biodiversity Policy - resolved to re-adopt
- CCTV Policy – resolved to adopt the latest version as edited by Cllr Porter.

4120.26 Update – insurance claim by TKVHMC against the Parish Council – subsidence of Hall. To note any further developments. There were none.

4121.26 To consider other items of information for inclusion in a future agenda.

- Financial Regulations.

There being no further business the meeting was closed at 8.20pm

The above Minutes were approved at the meeting dated 19.10.2026 and recorded as Minute Ref: 4123.26