

**MINUTES of the 122<sup>nd</sup> Annual Assembly held in the Pavilion on Wednesday 20<sup>th</sup> April 2016 commencing at 8.00 p.m.**

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**Present:** Parish Councillors - Cllr. S. Plater (Chairman, Tollesbury Parish Council),  
Cllrs. Bell, O'Donnell, C Slodzik, S Slodzik, Witney  
Michelle Curtis - Clerk to Parish Council  
District Councillors – Cllr M Thompson  
Members of the Public – Ms G Beresford, Mrs B Lankester, Mr R.Lankester,  
Mr D Webb, Mr J Cook

**1. Introduction**

The Chairman made a statement to the Assembly explaining the nature of the meeting. It was a meeting of parishioners; by law if the Chairman of the Parish Council was present he must preside at the meeting; the role of the Parish Council was to facilitate the meeting; by convention the Minutes of the Meeting were taken by the Clerk to the Parish Council.

The Chairman asked the parishioners if there were any items they would like to include for discussion under item 5 of the agenda – Other Village Matters.

The following items were requested to be discussed:

Mr Lankester – Coastal Footpaths and Live Well, Live Long Campaign

**2. Minutes of the Annual Assembly 29<sup>th</sup> April 2015**

Printed copies of the Minutes of the 121<sup>st</sup> Annual Assembly held on 29<sup>th</sup> April 2015 were available for persons present at the meeting.

It was proposed by Cllr S Slodzik that the minutes be signed as a true record, seconded by Cllr Witney, with all in favour. The Chairman signed the minutes.

**3. Annual Report**

The Chairman presented the Parish Council's report of the past year's work.

Councillors

2015 saw an election in Tollesbury East Ward.

4 new Councillors: Stevan Slodzik, Claire Slodzik, Vicky Witney and Rob Crees

The Parish Council has reviewed the following - Standing Orders, Internal Controls and Risk Assessment and Management.

The Parish Council is a member of the EALC (Essex Association of Local Councils) and the SLCC (Society of Local Council Clerks).

Planning

The Parish Council continues to be consulted on all planning applications and appeals. A total of 31 planning applications had been dealt with during the year.

Some members of the Parish Council met with the Interim Head of Planning of Maldon District Council (MDC) to discuss some major applications from the Essex Wildlife Trust and the RSPB. MDC did respond positively to the concerns raised by the Parish Council and put together some reasonable case statements.

Mr Lankester requested that it is recorded that he would like to thank Cllr St Joseph for his hard work in taking forward the concerns of the village especially in relation to the above-mentioned planning applications.

Recreation Ground

The Chairman reported an Independent Assessor carries out an annual inspection of the

children's play equipment and a full report is supplied to the Parish Council to consider their recommendations. In addition, our Contractor carries out a monthly inspection. A report is submitted monthly to the Parish Council for further consideration/action.

The works to upgrade the changing facilities in the Pavilion have commenced. A grant of £10,000 was received from Essex County Council Community Initiatives Fund and over the last 5 years the Project Team has raised approx. £9,800. The upgrade to the changing facilities will meet the requirements of the FA and enable the Tollesbury FC First Team to return to play their home matches in the village. The total cost of the project is approx. £25,000 and the Parish Council set aside funds of £4,600 in the 2016/17 precept to make up the shortfall.

The fencing project is ongoing. The cost for the fencing around the play area is approx. £13,000. A group in the village will be organising some fundraising events and the Parish Council set aside £1,000 in the 2016/17 precept for the project.

Various works have been carried out at the Recreation Ground which are as follows:

- Works to the southern boundary - £1,220
- Works to the western boundary - £875
- Supply and installation of surfacing for zip wire - £1,500
- Repairs to surfacing, painting of equipment/skate ramps - £1,818

Mr Cook advised there was lots of litter in the ditch near the skate park and suggested an additional litterbin may be required.

#### Cemetery

Works were carried out to the lleylandi trees and hedging around the garden of remembrance costing £1,425.

#### Finance

There were no adverse comments with the 2014/15 audited accounts and the accounts for 2015/16 were currently being audited.

There has been an increase in the 2016/17 precept. This is mainly due to some major capital investment projects which are as follows:

Pavilion Project (upgrade of changing room facilities) £4,600

Upgrade of streetlights £4,000 (three year project)

Improvements to Woodrolfe Hard £3,000

Due to Government cuts, Maldon District Council did not give any Council Tax Support Grant to Parish and Town councils in 2016/17. In 2015/16 the Parish Council received a grant of £3,540.00, which was included in the precept.

The 2015/16 - £60,022 (including the grant) and 2016/17 - £78,227.80 which is an increase of £18,205.80.

#### Woodrolfe Hard

The Chairman advised the annual rent for the lease of the foreshore at Woodrolfe Creek is £381 per annum.

The Fire Brigade has kindly agreed to hose off the Hard a couple of times a year.

The Woodrolfe Hard and Marine Assets Committee are looking at options to improve the docking area.

Repairs were carried out to the end of the harbour wall that was eroding costing £648.

Mr Lankester stated that Tollesbury Sailing Club had opted not to pay their contribution for their

launching fees.

The Chairman stated that the Parish Council is in discussion with Tollesbury Sailing Club (TSC) to improve the hard area and the use of it.

An Audit and Risk Assessment was carried out on both Woodrolfe Hard and Woodup Pool on 31<sup>st</sup> March 2016. The reports should be available by the end of the month. The additional cost for Woodrolfe Hard was £625.

Mr Lankester stated he had been approached by a parent who pointed out that TSC has 40 cadets and suggested there be a supply of water to hose down the children once they have completed their sailing.

The Chairman advised the pipe for the water supply that runs under Frost and Drake is leaking and therefore the water has been turned off. To have repairs carried out to the pipework would be very expensive. The cadets would soon be able to use the facility at TSC, as they will be upgrading their showers.

#### Woodup Pool

A very successful season last year attracting people from surrounding villages. The pool was rated in the top 5 beaches in Essex in a publication of The Guardian.

Various maintenance works including re-fixing signs and slabs, treating benches and picnic tables costing £270.

There were some issues with the sluice gate that have been addressed.

#### Woodrolfe Green

The provision of the Civic Amenity Skip, funded by Essex County Council (ECC), continues on Saturday mornings on Woodrolfe Green. Due to a change in requirements and increased costs the service has been reduced from weekly to twice per month; first and third Saturday of every month.

Improvement works to the amenity area have been completed costing £2,675.

#### Police

Due to the recent changes within the structure of Essex Police there has been a reduction in the number of PCSO's in the district although not as many as originally predicted.

The Parish Council continues to pass information and raise any concerns with Sgt Morley, Maldon District Council.

The Chairman stated is important that all crime is reports so that all incidents are included on the statistics.

Non-emergency crime can now be reported online.

#### Other Issues

The Parish Council has provided funding as follows:

- £1,500 to Tollesbury Community Association contributing towards the running costs.
- £2,000 to St Marys Church Bell Ringing Society
- £500 to Tollesfest
- £50 to Essex Air Ambulance

Highways - Numerous potholes around the village are regularly reported to Highways at Essex County Council. The Parish Council has suggested that ECC increase the yellow lines in some areas as some people are parking with lack of social concern.

Allotments – The Chairman advised that there are no plots available at the allotments.

Bradwell – A public meeting has been arranged for Thursday 2<sup>nd</sup> June 2016 at 7.00pm in The Centre regarding Bradwell.

The Chairman took the opportunity to thank the Councillors and the Parish Clerk for their continued hard work.

#### **4. Neighbourhood Plan**

The Chairman reported the Neighbourhood Plan Committee were slowly progressing with the plan. It is hoped that the process of collating information will be completed by the end of May and then the Committee can move onto the next stage to start developing policies.

The Chairman explained the plan to show the growth of the village for the next 15 years and the consensus from the workshop held in September 2016 was that any development should be to the west of the village.

The Neighbourhood Plan will cover housing, employment, leisure and tourism, marine aspect. The Chairman stated that is very important to deal with the issue of the relationship between the village and marine aspect.

At this stage we are unaware of the number of housing that will be allocated to Tollesbury under the MDC rural allocation and it is hoped this information will be available soon.

We are working with the University of East London who will assist in the production of the plan for presentation to MDC and Jamie Baxter will provide the Committee with a programme within the next couple of weeks.

#### **5. Other Village Matters**

##### a) Parking

The Chairman advised that parking in the village has been brought to the attention of the Parish Council on a number of occasions. This issue has also been raised as part of the Neighbourhood Plan.

An article has been submitted to the parish magazine asking people to be more socially aware when parking.

Recently MDC Rangers carried out a patrol outside Tollesbury School and issued two fines to people parking illegally.

Mrs Lankester suggested that people are encouraged to use their front gardens for parking. The Chairman advised MDC are not encouraging use of front gardens as this has an impact on the character of the village and also drainage issues.

##### b) Dog Fouling

The Chairman reported that the MDC Rangers also carry out patrols to help address the issue of dog fouling. During a recent patrol a fine was issued to a member of the public who failed to pick up their dog waste at the Recreation Ground.

The Parish Council is working with the Rangers and have committed to them providing their services every month.

Cllr Bell reported the Parish are paying for the service of the Rangers and any information fed back to them can help them target particular areas. The Rangers are very flexible and work to suit the needs of the village.

##### c) Mr Lankester - Coastal Footpaths

Mr Lankester advised he had attended a meeting of the ECC Public Rights of Way user group and was seeking information of how maritime footpaths could be included on the definitive map

to protect them should there be a change of land ownership. Gary White of ECC agreed to look into this.

Mr Lankester also expressed concern regarding coastal footpath erosion. Should a footpath be taken down or erodes who is responsible for this? Is this a risk for Tollesbury?

Mr Lankester stated that the coastal footpath is a social amenity and suggested if the Parish Council is concerned they should write to Gary White.

d) Mr Lankester – Live Well, Live Long

Mr Lankester advised he had attended a meeting arranged by MDC for Live Well, Live Long. The presentation was very interesting and details of a range of facilities which may be of use to those aged 65 and over. Mr Lankester provided a number of poster that could be displayed around the village.

The Chairman suggested that Mr Lankester send a copy of the poster to various establishments in the village i.e. The Centre, The Lighthouse.

The Chairman thanked everyone for attending the meeting.

The Chairman closed the meeting at 9.30pm.

Signed.....

Date:.....