

**Present:** Cllrs Bell, Inwood, Page, Rogers, St Joseph

**In the Chair:** Cllr Plater – Chairman

**Clerk:** Michelle Curtis

**Also Present:** District Councillors Stephens and Thompson  
9 Members of the public

**1. Apologies for Absence**

There were apologies for absence from Cllrs Clare, Fernyhough, Goldie and Hawes.

**2. Declarations of Interest**

The Chairman declared an interest as follows:

- Personal and prejudicial interest in respect of agenda item 11, planning applications LBC/MAL/23/00693 and LBC/MAL/23/00695, as the applicant is the landlord for his business premises.

**3. Public Bodies (Admission to Meetings) Act 1960**

**Resolved:** Due to the confidential personnel and contractual nature of the business to be transacted, the meeting would be closed to the press and the public.

**4. Co-Option**

Councillors considered the five applications to fill the vacant position.

A vote was held, and with a clear majority, Patricia Gilbert was chosen to be co-opted on to Tollesbury Parish Council.

**5. Public Bodies (Admission to Meetings) Act 1960**

**Resolved:** to open the meeting to the press and public

The Chairman reported the result of the Co-option and declared Patricia Gilbert as the Co-opted member of Tollesbury Parish Council.

Patricia Gilbert signed the Declaration of Acceptance of Office and joined the meeting.

The Chairman thanked the candidates for applying to fill the vacancy and stated that should anyone wish to consider standing as a non-voting member of a Committee, they would be very welcome. Candidates should contact the Parish Clerk.

2 members of the public left the meeting.

**6. Public Forum**

A resident stated that she was aware that the Parish Council had recently met with two Developers via Zoom and asked whether members of the public could attend meetings with Developers. The Chairman advised that due to our previous experience of meetings with Developers and allowing public attendance, it was decided that the meeting would only be open to Members of the Parish Council and the Neighbourhood Plan Steering

Group (NPSG). Public attendance at the previous meetings had made the meetings very difficult to manage. The meeting with the Developer was a Parish business meeting to extract facts and information, and there were no decisions made.

The resident stated that she understood why the Parish Council felt it was inappropriate for the public to be present and asked if it would be possible to view the meeting recording. If the meetings are not open to the members of the public, would it be possible for a link to the recording of the session to be uploaded to the website for residents to view.

Two other residents and Cllr Thompson also requested the link to view the meeting.

**Action:** Clerk to forward a link to the recording of the meetings.

**Action:** Clerk to investigate whether the recording link could be uploaded to the website.

A resident referred to the comments made by the previous resident and stated that it was noted that the NPSG were invited to the meeting. Regarding recording the session and making it available, the Equality Act 2010, paragraph 29 talks about services being provided and not differentiated by a service provider, which, in our case, is the village. The resident requested the views of the Parish Council on how paragraph 29 relates in terms of the meeting which was held.

The Chairman stated that he had not read paragraph 29 of the Equality Act 2010 and could not answer the question.

**Action:** Clerk to take advice from the EALC.

The resident stated that he noted at the last meeting there was a consensus that the Parish Council would recommend the refusal of planning application 23/00548. The resident had noticed that there is nothing on the Maldon District Council (MDC) website from the Parish Council.

The Chairman stated this was correct as the Parish Council were waiting for the report from Essex County Council (ECC) Highways Department before submitting their response to MDC. The ECC Highways report is crucial. The Chairman advised that as it is an outline application, he had been looking at the relevant policies to concentrate on. The Parish Council will reply, but major reports are still missing from the statutory authorities, and there is no exact date of when a document can be submitted within 13 weeks consultation period. The 28 days is the minimum consultation period, not the maximum. Comments can be submitted to MDC 7-10 days before the application deadline, and these should be considered by the Planning Officer.

A resident advised that he had sent an email objecting to the use of the telephone kiosk on the High Street by Tollesbury Climate Partnership (TCP). The Chairman confirmed that the email had been received and circulated to Councillors.

A resident advised that there was a planning application from Tollesbury Primary School and noted that it was not on the agenda.

The Clerk advised that she had received notification of the planning application and that the Parish Council would consider this at the meeting on 19<sup>th</sup> September 2023. The Clerk confirmed this was within the 28-day consultation period.

## **7. County Councillors and District Councillors**

Cllr Stephens presented her report (Appendix A).

Cllr Stephens advised that the Local Highways Panel (LHP) will not fund any surveys/assessments that a Traffic Highways Engineer may require and asked if the Parish Council would consider funding such surveys/assessments.

**Action:** to be considered by the Finance Committee at the meeting arranged on 4<sup>th</sup> October 2023.

Cllr Thompson stated that she did not think that the Parish Council should pay for any surveys/assessments, as it is unlikely that the LHP would have funds available for projects due to their reduced funding.

Cllr Stephens advised that the original plan for the bridge on Colchester Road was to replace the bridge with one that had the capacity for 44-tonne vehicles and a crash barrier, which is unnecessary as the road is unsuitable. The new proposal is to install a tube underneath the bridge to support it. The tube will be fibreglass, but there is concern that the bricks will not be able to breathe. The new proposal will not change unless the Subcontractors approach ECC to advise that they are unhappy with the scheme. The work will start on Monday 11<sup>th</sup> September, and the road will be closed for approximately two weeks.

The Chairman reported that Gigaclear is carrying out the roadworks in the village. Cllr Stephens said that County Broadband was also in the village carrying out the installation of broadband.

## **8. Minutes of the Meetings held on the 1<sup>st</sup> August 2023**

**Resolved:** the Minutes of the Parish Council Meeting held on 1<sup>st</sup> August 2023 be approved as a true and accurate record of the meeting. Proposed Cllr Page, seconded Cllr Inwood. Unanimously agreed by those who attended.

The Chairman signed the Minutes.

## **9. Finance**

### **9.1 Monthly Financial Report**

The Financial Reports, as of the 31<sup>st</sup> August 2023, were presented to the Council (Appendix B).

Councillors received the following monthly financial reports:

**Bank Reconciliation** – The closing balance of £94,489.82

**Expenditure to date** – Budget £121,000 - Actual to date £40,619

**Income to date** – Budget £121,000 (including Precept £107,510) Actual to date £62,710

**Earmarked Funds** – Closing balance £31,395.51 – Net movement £6,320.05

The Clerk reported:

- £2,289.60 received from HMRC for the VAT recovered between April and June.
- In August, an additional £20 was received from the Woodup Pool Event. The new total raised for the event is £2,040. The £20 has been allocated to the Woodup Pool Earmarked Fund.
- £31.98 received from the Woodup Pool donation boxes.
- Notification had been received from Npower to advise that from 1<sup>st</sup> July 2023, the price per unit had reduced from 46.383p p/kWh to 42.928p p/kWh. The standing daily charge remains at 136.12p.  
A further notification was received in August 2023 to advise that from 1<sup>st</sup> October 2023, the price will increase. The price per unit will increase

from 42.928p p/kWh to 43.337p p/kWh. The standing daily charge will increase from 136.12p to 166.19p.

The Chairman signed the Reports.

## **9.2 Payments**

The items for payment totalling £16,320.49 were presented for approval (Appendix C).

The Clerk advised that the insurance premium had increased by £249.34 from £3,758.32 to £4,007.66. In October 2022, the Parish Council entered into a long-term agreement with the price fixed at £3,758.32 for 3 years, but due to the agreed amendments to the policy in April 2023, the premium had increased.

**Resolved:** Unanimously agreed to approve payments and make online payments.

## **10. External Audit**

The Clerk advised that Section 3 – External Auditor Report and Certificate 2022/23 had been received from the PKF Littlejohn. The External Auditor reported the following:

“On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.”

Other matters not affecting our opinion which we draw to the attention of the authority: “None.”

The Clerk confirmed that she had prepared the Notice of conclusion of audit and had publicised the Notice along with the certified AGAR (Sections 1, 2 & 3) on the Parish Council website and noticeboard, in line with the statutory requirements.

## **11. Planning Planning Applications**

In accordance with the declaration disclosed, the Chairman left the meeting. In the absence of the Vice-Chairman, Cllr Bell took the chair.

Application No: LBC/MAL/23/00693 PP-12311834

Proposal: Addition of PV panels to boatyard, workshop and WC block roofs

Location: Fellowship Afloat Charity Trust Yacht Store D Woodrolfe Road

**Resolved:** Unanimously agreed to recommend approval of this application.

Application No: LBC/MAL/23/00695 PP-12311915

Proposal: Installation of PV panels to 4 No Sail Loft buildings and re roofing the sail lofts in darker colour coated corrugated tin sheet to compliment colour of chosen PV panel

Location: Fellowship Afloat Charity Trust Yacht Store D Woodrolfe Road

**Resolved:** Agreed by a majority to recommend approval of this application.

The Chairman returned to the meeting.

A resident left the meeting.

Application No: LDP/MAL/23/00719 PP-12328045

Proposal: Claim for lawful development certificate for a proposed extension to existing rear facing dormer. Removal of chimney.

Location: 22 Sceptre Close

**Resolved:** Unanimously agreed to recommend approval of this application, providing the District Council is satisfied that the use is lawful.

Application No: TCA/MAL/23/00735 PP-12338485

Proposal: T1 - Holly, T2 - Silver Birch, T3 - Yew, T4 - Acacia, T5 - T7 Lime - Crown lift by 3m on each tree.

Location: Tollesbury Congregational Church East Street

**Resolved:** Unanimously agreed to recommend approval of this application.

Application No: HOUSE/23/00726 PP-12334408

Proposal: Demolition of existing structure on side of property and erection of a single storey extension and ancillary works.

Location: 7 East Street

It was noted that there was no street scene elevation with the application.

**Action:** Cllr Thompson to raise with Maldon District Council.

**Resolved:** Unanimously agreed to recommend approval of this application.

Application No: TCA/MAL/23/00815

Proposal: T10, T11 - Poplar - Fell

Location: Victory Recreation Ground Elysian Gardens

**Resolved:** Unanimously agreed to recommend approval of this application. The Parish Council Contractor, Wallace Agriculture & Groundcare, had submitted the application on behalf of the Parish Council.

## **12. Recreation Ground**

### **12.1 Verbal Report from the Recreation Ground Committee**

The Clerk reported that due to the meeting arranged for 21<sup>st</sup> August 2023 not being quorate, the meeting had been rescheduled for 11<sup>th</sup> September 2023 at 7.00 pm in the Pavilion.

The Clerk reported that the work had commenced on replacing the wetpour safety surfacing under the junior swings.

### **12.2 Monthly Inspection Report**

The Monthly Inspection Report dated 26/08/23 was received. It was noted that there was an issue with the gate near the zip-wire.

The Clerk advised that Gamart Engineering had looked at the gate, made some adjustments, and the gate was now closing. The gate post may need re-concreting.

### **12.3 Topographical Survey**

The Clerk reported that since the publication of the agenda, a further quotation (Appendix D) had been received from Randall Surveys. The quotation had been circulated to Councillors before the meeting.

**Resolved:** Unanimously agreed to proceed with the quotation from Survey Solutions for £495 + VAT to carry out a topographical survey of the Recreation Ground. This would be funded from the Unallocated Earmarked Fund.

**13. Environment & Amenity (Allotments, Burial Ground, Hasler Green, Woodrolfe Green, Streetlights, Dog/Litter Bins, Highways, Footpaths)**

**13.1 Draft Minutes**

The draft minutes of the Environment and Amenity Committee Meeting held on 8<sup>th</sup> August 2023 were received and noted.

**13.2 Verbal Report from the Environment and Amenity Committee**

The Clerk advised that she had spoken to Phil Manning from Tollesbury Climate Partnership (TCP) regarding the agreement for the use of the Telephone Kiosk. TCP to prepare a draft agreement for consideration by the Parish Council.

The Clerk reported that she had spoken with the resident regarding the memorial bench at the Cemetery and raised the issues discussed by the Environment & Amenity Committee. The resident will consider the comments and contact the Parish Council if they wish to proceed.

The Clerk advised that she had taped off the bench at Woodrolfe Green as some of the struts had come off, exposing the bolts. Councillors agreed that the bench was not repairable and should be removed immediately because this was a health and safety matter.

**Action:** Clerk to arrange for the removal of the bench.

**13.3 Relocation of Litter Bin**

Councillors considered the correspondence from the resident to relocate the litter bin on the High Street near the telephone kiosk and the decision made by the Environment & Amenity Committee.

**Resolved:** to agree with the decision made by the Environment & Amenity Committee and would not relocate the litter bin.

**14. Woodrolfe Hard**

**14.1 Verbal Report from the Woodrolfe Hard Committee**

The Clerk reported that the Committee had met the previous evening, and the minutes of the meeting will be available in due course.

The Clerk advised that there were some proposed works at the Hard and that a proposal would be submitted to the Council for consideration.

**15. Woodup Pool**

**15.1 Verbal Report from the Woodup Pool Committee**

The Clerk reported there had been no issues to report.

The Clerk advised that residents were notified via Facebook during the school holiday period when the pool was being emptied/refilled. This process had worked well. As the school holiday is over, notification of emptying/refilling will cease.

Thanks were expressed to FACT for their continued support.



**16. Neighbourhood Plan**

**16.1 Housing Needs Survey**

To be deferred to the next meeting.

**16.2 Draft Summary Housing Needs Survey**

To be deferred to the next meeting.

**16.3 Community Led Housing**

To be deferred to the next meeting.

**16.4 Affordable Housing**

To be deferred to the next meeting.

**16.5 Maldon District Council Housing Department**

To be deferred to the next meeting.

**16.6 Framework and Next Steps**

To be deferred to the next meeting.

**17. Tollesbury Village Larder**

The update from Tollesbury Village Larder was received and noted.

The Council expressed thanks to the Village Larder for their hard work.

**18. Tollesbury Climate Partnership (TCP)**

The email from a resident (Appendix E) objecting to the proposal was received and noted.

Councillors were happy with the proposal in principle subject to the following:

- Approval is received from Tim Howson, Conservation Officer at Maldon District Council.

**Action:** Clerk to contact Tim Howson.

- TCP to clarify the use of the Telephone Kiosk and any alterations they may be considering.
- If approval is granted by Tim Howson, an Agreement for the usage of the Telephone Kiosk must be in place between Tollesbury Parish Council and TCP before TCP starts using the kiosk- any agreement to be reviewed in a year.

**19. Police/Community Protection Officers (CPOs)**

**19.1 Police**

The Police Reports (confidential) were received and noted.

**19.2 CPO Report for July 2023**

The report for July 2023 was received. It was noted that there 3 VMOs (Vehicle Move-On) during the July patrols.

**20. Administration**

Datum Attitude Brewing – The Clerk reported that Datum Attitude Brewing has decided to put the proposal for the “pop-up” in the village on hold. This may be revisited next year.

Highway – The Clerk reported that following the last meeting, she had written to Cllr Scott to advise of Tollesbury's desire to have a 20mph speed limit in Tollesbury wherever there is currently a 30mph speed limit, plus for the entire length of Mell Road. Cllr Scott replied to advise that in the first instance, the Parish Council should contact our County Councillor to take forward, and it will then go to the Local Highways Panel. Essex County Council are looking at speed limits across the whole County.

**Action:** Clerk to contact Cllr Durham.

Photocopier – The Clerk advised that the contract for the photocopier was due to expire in November 2023.

**Action:** Clerk to explore options and report back to the Council in due course.

Grounds Maintenance – The Clerk reported that the current grounds maintenance contract was due to end on 31<sup>st</sup> January 2024. The Clerk proposed that the works specifications be reviewed at the next meeting to give enough time for advertising and to hopefully appoint a contractor before the precept setting in December, as there is anticipated to be an increase in costs.

**Action:** to be included on the agenda for the next meeting.

## **21. Community Matters**

Cllr St Joseph reported:

- A fire protection van has been reported to be parked two-thirds on the pavement opposite Freds on Mell Road. He had raised it with the Clerk, who advised as this is an obstruction, this would need reporting to Essex Police.
- He had attended a meeting with the Environment Agency and Priti Patel MP on the seawall. It is likely Tollesbury will get the seawall (the area from Tollesbury Sailing Club) levelled up, and jointly with ECC and the EA, a hardy crest will be put over an extended length of the seawall. They also visited the end of Old Hall, where the EA had spent £750k the previous year, and it is clear that this will not be enough in the long term. Work was carried out in patches, and the areas between the patches will not last unless the RSPB continually repairs them; they will fail too.

## **22. Public Bodies (Admission to Meetings) Act 1960**

**Resolved:** Due to the confidential personnel and contractual nature of the business to be transacted, the meeting would be closed to the press and the public.

## **23. Employment Matters**

Councillors carried out an annual review for the Caretaker – (confidential report 01-23/24).

## **24. Public Bodies (Admission to Meetings) Act 1960**

**Resolved:** to open the meeting to the press and public

## **25. Dates of the Next Meetings**

Monday 11<sup>th</sup> September 2023 – Recreation Ground Committee – 7.00pm - Pavilion

Tuesday 19<sup>th</sup> September 2023 – Full Council Meeting – 7.30pm – Pavilion

Tuesday 19<sup>th</sup> September 2023 – Recreation Ground Committee – Following the Full Council Meeting – Pavilion



Tuesday 3<sup>rd</sup> October 2023 – Full Council Meeting – 7.30pm – Pavilion

Wednesday 4<sup>th</sup> October 2023 – Finance Committee – 7.30pm – Pavilion

Tuesday 10<sup>th</sup> October 2023 – Woodup Pool Committee – 7.00pm – Pavilion

Tuesday 17<sup>th</sup> October 2023 – Full Council Meeting – 7.30pm – Pavilion

The Chairman closed the meeting at 10.24 pm.

Signed.....

Date .....

**Report for Tollesbury Parish Council meeting  
on 5<sup>th</sup> September 2023** (report written 1<sup>st</sup> September 2023)

**From Councillor Emma Stephens  
Maldon District Councillor for Tollesbury (Independent)**



Cllr.Emma.Stephens@Maldon.gov.uk  
01621 869415 / 079 069 44443

# MALDON DISTRICT COUNCIL

Princes Road  
Maldon  
Essex CM9 5DL

[www.maldon.gov.uk](http://www.maldon.gov.uk)



## 1. PLANNING

Next planning meetings: District 6Sep23; 29Nov23 North Western 13Sep23; 11Oct23

## 2. ROAD SAFETY: Local Highways Panel (LHP) applications

### Agreed schemes

- Village “gateway” at the 30mph sign. This is due once funds for extensive highways work in Wickham Bishops are paid to ECC. I was expecting an update in August so will now follow up.

### Schemes transferred from LHP to South Essex Parking Partnership (SEPP)

- West Street parking (no loss of spaces)
- Parking prohibition across tidal flood barrier

There was a SEPP meeting on 31<sup>st</sup> August but the minutes have not been published at the time of writing. I will report on this next month.

### Outstanding schemes for the LHP to assess

These will need a traffic and highways survey, for which the LHP has no funds, as reported last month, so Tollesbury Parish Council will need to decide whether to fund such a survey.

- 20mph limit throughout Tollesbury
- Traffic priority scheme at the Kings Head, High Street
- Traffic priority scheme east of Tollesbury school, East Street
- Traffic priority scheme at Dove Cottage, East Street
- Alternative measures to a school patrol, East Street

## 3. NEWS

### Maldon District Council

- ❖ **The Saltmarsh Coast Walking Festival: bookings now open.** The festival is designed to help people celebrate and enjoy the District's rich tapestry of history and heritage along our 75 miles of coastline. 8<sup>th</sup> to 17<sup>th</sup> September, including led and self-guided walks, and evening events.  
<https://tinyurl.com/mvk2mcf4> for more information, and page 3 of this report.
- ❖ **Community-led housing:** I am very happy to arrange further meetings between the Parish Council and MDC's Head of planning policy and implementation, and the Senior housing coordinator, to continue exploring a community-led housing scheme for Tollesbury, if the Parish Council or Neighbourhood Planning Team would like to progress this.
- ❖ **Moat Housing Association** has secured over £6 million of Government funding to carry out energy efficiency works on 250 of its customers' homes in Maldon. Work will include upgrading windows and doors, insulation, and in some cases solar panels. This will cut energy costs for customers, and help to deliver the Council's Climate Action strategy.

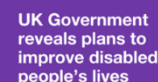


- ❖ **Survey: how should MDC prioritise its finances?** This survey includes questions about a proposed 3% uplift in Council Tax to help maintain services – an increase of 13p a week on a Band D property. Other questions cover the cost-of-living crisis, the Council's priorities, and funding of services. It is at [www.maldon.gov.uk/budgetsurvey](http://www.maldon.gov.uk/budgetsurvey), and is open till 22nd September.
- ❖ **Annual Canvass of Voters, September '23:** MDC will contact all registered voters this month to ensure the electoral register is up to date. Voters will receive a letter by post or – if they opted for this previously – an email. Residents who are not registered can do so at [www.gov.uk/register-to-vote](http://www.gov.uk/register-to-vote), or call 01621 854477.
- ❖ **Maldon market returns:** The council has secured a new operator, Suffolk Market Events, to operate the market, following the previous operator's retirement. The market will resume at Butt Lane on Thursday 12th October.
- ❖ **MDC has achieved Disability Confident Employer status:** This government initiative is designed to encourage employers to recruit and retain disabled people and those with health conditions.
- ❖ **MDC is now an accredited member of DAHA – the Domestic Abuse Housing Alliance,** following the appointment in May of the Council's first Domestic abuse project specialist. This means the Council is committed to DAHA's standards and is working towards full accreditation.
- ❖ **MDC has extended the lease to Barclays Bank,** who continue to offer customer support at the Council offices each Wednesday and Thursday, 9.30am to 12.30pm and 1.00pm to 4.00pm.
- ❖ **c/f Bulk waste collections:** I have secured agreement from officers to reinstate the facility for residents to book bulk waste collections "offline". Update to follow.



## Government

- ❖ **Disability Action Plan:** The Government is seeking views on its proposed plan. A survey is aimed at individuals and organisations (such as Tollesbury Parish Council) who are interested in actions the government will take during 2023 and 2024 to improve the lives of disabled people. It is open till 6<sup>th</sup> October, at <https://tinyurl.com/5kkrcmwh>. Questions include some on accessible playgrounds.
- ❖ **The bus fare cap** on regular bus fares continues at £2 single till 31st October; and will then rise to £2.50 until 30 November 2024.



## Non-council matters

- ❖ **49% bus fare rise: An annual pass for Hedingham's bus to Plume Academy is now £702.**
  - I have spoken with the bus company Managing Director, and the price will not reduce, but he agreed to offer a weekly pass at £20 pw to enable families to spread the cost. That equates to £760 a year, and for those who travel on Saturdays it is cheaper than the £4 daily ticket.
  - I have a further meeting booked with the MD to cover all the other issues raised to me at the meeting I held with parents.
  - Following my discussion with Essex County Council's Head of Operations, ECC will revise some of their policy wording to make it clearer who is entitled to free transport to school.
- ❖ **Winter arrangements at St Peter's Hospital:** The NHS has announced that some services will not be delivered at St Peter's this winter, including stroke and maternity care. The Council is very disappointed, and is pushing the NHS to bring forward proposed medical facilities across the District, as outlined in our Local Development Plan, to ensure the best for our residents.
- ❖ **c/f NHS referrals to Colchester:** Patients in Tollesbury are struggling to be referred to Colchester Hospital, and are facing long and sometimes complex journeys to Broomfield Hospital instead. I am awaiting further advice on this from our local Integrated Care Board. Update to follow.



# The Saltmarsh Coast Walking Festival 8<sup>th</sup> to 17<sup>th</sup> September

Here's a flavour of what's on offer. For full details and to book, please visit <https://www.visitmaldondistrict.co.uk/whats-on>







### Burnham Week

26 August to 2 September. Burnham Week is known as the East Coast's most challenging and friendly...



### Outdoor Antiques & Collectors Fair – Promenade Park

Sunday 3 September. Come along and browse the treasures and curios offered by dozens of antique...



### A Photography Masterclass Walk – Guided Walk No. 5.2

Sunday 10 September. A Photo Walk around the Saltmarsh Coast with James Crisp. Part of The...



### Across the Crouch to RSPB Wallasea Island – Guided Walk No. 6.5

Saturday 9/Wednesday 13 September. Across the Crouch to RSPB Wallasea Island. Part of The Saltmarsh...



### Along the Blackwater Estuary, Maldon to Goldhanger – Guided Walk No. 2.3

Saturday 9 September. Along the Blackwater Estuary to Goldhanger. Part of The Saltmarsh Coast...



### Along the England Coast Path: Goldhanger to Tollesbury – Guided Walk No. 3.3

Thursday 14 September. Along the England Coast Path: Goldhanger to Tollesbury. Part of The...



### The Maldon Society – Event programme

First Thursday of the month. Founded in 1957, the Maldon Society aims to promote and preserve the...



### Ladies Football by England Football

A brand-new project on the back of the success that the Lionesses' achieved during 2022. The...



### Oars & Paws Fun Dog Show

Saturday 16 September. Fun Dog Show raising money for Maldon Wildlife Rescue. Businesses are...

16th September 2023



### Maldon's New Nature Reserve & Beeleigh Falls – Guided Walk No. 1.9

Monday 11 September. Maldon's New Nature Reserve & Beeleigh Falls. Part of The Saltmarsh Coast...





## Tollesbury Saltmarsh Stroll – Self-Guided Walk No. 4.1

Tollesbury

SALTMARSH COAST WALKING FESTIVAL – 3.4 miles. This spectacular walk explores the historic village of Tollesbury with its bustling marina, historic lightvessel and interesting centre. Passing wildlife-rich saltmarshes, traditional sail lofts, an...



## Tollesbury Wick Marshes Walk – Self-Guided Walk No. 4.2 / 4.3

Tollesbury

SALTMARSH COAST WALKING FESTIVAL – 5.8 or 8.9 miles. Tollesbury Wick Marshes is a Site of Special Scientific Interest (SSSI). Tollesbury is now renowned as a yachting centre; once upon a time the marshes were the haunt of smugglers.



## Tollesbury & Old Hall Marshes – Self-Guided Walk No. 4.4/4.5

Tollesbury

SALTMARSH COAST WALKING FESTIVAL – 6.4 or 10.2 miles. A fascinating walk around Tollesbury and the surrounding marshes. This walk has plenty of stunning views, historic sites and bird-watching opportunities! Tollesbury nowadays is a renowned sailing...



Date: 01/09/2023

Tollesbury Parish Council Current Year

Page 1

Time: 13:42

**Bank Reconciliation Statement as at 31/08/2023  
for Cashbook 1 - Tollesbury Bank Accounts**

User: MICHELLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account 1	31/08/2023		22,448.87
Deposit Account	31/08/2023		500.17
P/Sector Reserve	31/03/2021		0.00
Coop Current Account 2	31/08/2023		3,105.78
Petty Cash	31/08/2023		1.24
Unity Current Account	31/08/2023		18,180.60
			0.00
Unity Instant Access Saver Acc	31/08/2023		50,233.16
			<u>94,469.82</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			94,469.82
<u>Receipts not Banked/Cleared (Plus)</u>			
31/08/2023 041		20.00	
			<u>20.00</u>
			94,489.82
		<b>Balance per Cash Book is :-</b>	<b>94,489.82</b>
		<b>Difference Excluding Adjustments is :-</b>	<b>0.00</b>
<u>Adjustments to Reconciliation</u>			
19/09/2017 ONLINE Colin Elmer		0.00	
19/09/2017 ONLINE Colin Elmer		0.00	
18/04/2019 D/C Morrisons		0.00	
			<u>0.00</u>
		<b>Unreconciled Difference is :-</b>	<b>0.00</b>

## Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR Amenities	2,164.60	-720.00	1,444.60
321 EMR Cemetery	0.00		0.00
322 EMR Recreation Ground	9,302.13	2,390.00	11,692.13
323 EMR Unallocated	5,462.98	140.00	5,602.98
324 EMR Woodup Pool	2,092.74	3,510.05	5,602.79
325 EMR Pavilion Project	0.00		0.00
326 EMR Pavilion	0.00		0.00
327 EMR Neighbourhood Plan	3,228.05	1,000.00	4,228.05
328 EMR Fencing Project	0.00		0.00
329 EMR Woodrolfe Hard	2,052.96		2,052.96
330 EMR Streetlighting	77.00		77.00
331 EMR Woodup Pool Project	0.00		0.00
332 EMR Play Equipment Project	0.00		0.00
333 Tollesbury Harbour Project	250.00		250.00
334 EMR Website	445.00		445.00
335 EMR Bus Shelter	0.00		0.00
	<u>25,075.46</u>	<u>6,320.05</u>	<u>31,395.51</u>

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2023

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Wages</u>							
Wages :- Indirect Expenditure	19,504	51,137	31,633	0	31,633	38.1%	0
Net Expenditure	(19,504)	(51,137)	(31,633)				
<u>110 Administration</u>							
1076 Precept	53,755	107,510	53,755			50.0%	
1080 Bank Interest Received	235	0	(235)			0.0%	
1150 Donations	2,166	0	(2,166)			0.0%	1,934
1160 Other Income	1,640	0	(1,640)			0.0%	140
1200 Grants Received	0	2,950	2,950			0.0%	
Administration :- Income	57,797	110,460	52,663			52.3%	2,074
4100 Audit Fees	300	700	400		400	42.9%	
4110 Bank Charges	25	100	75		75	24.8%	
4120 Insurance	79	3,758	3,679		3,679	2.1%	
4130 Miscellaneous	191	500	309		309	38.2%	
4140 Office Allowance	625	1,500	875		875	41.7%	
4150 Photocopier	170	950	780		780	17.9%	
4160 Postage	0	40	40		40	0.0%	
4170 Stationery	19	60	41		41	32.3%	
4180 Subscriptions	1,277	2,100	823		823	60.8%	
4190 Telephone	230	600	370		370	38.3%	
4200 Training	0	300	300		300	0.0%	
4210 Website	150	800	650		650	18.8%	
Administration :- Indirect Expenditure	3,066	11,408	8,342	0	8,342	26.9%	0
Net Income over Expenditure	54,730	99,052	44,322				
6001 less Transfer to EMR	2,074						
Movement to/(from) Gen Reserve	52,656						
<u>120 Amenities</u>							
1100 Allotments Income	1	1,200	1,200			0.0%	
1110 Fees	(1)	0	1			0.0%	
Amenities :- Income	0	1,200	1,200			0.0%	0

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2023

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4130 Miscellaneous	0	500	500		500	0.0%	
4250 Allotments	37	1,000	963		963	3.7%	
4260 Hasler Green	120	450	330		330	26.7%	
4270 Rangers	365	1,500	1,135		1,135	24.3%	
4280 Woodrolfe Green	220	700	480		480	31.4%	
4420 Maintenance	0	200	200		200	0.0%	
Amenities :- Indirect Expenditure	742	4,350	3,608	0	3,608	17.0%	0
Net Income over Expenditure	(742)	(3,150)	(2,408)				
<u>130 Cemetery</u>							
1110 Fees	3,040	5,865	2,825			51.8%	
Cemetery :- Income	3,040	5,865	2,825			51.8%	0
4130 Miscellaneous	0	100	100		100	0.0%	
4310 Contract	2,233	6,700	4,467		4,467	33.3%	
4330 Water/Sewage Rate	145	150	5		5	96.9%	
4340 Rates	220	435	215		215	50.5%	
Cemetery :- Indirect Expenditure	2,599	7,385	4,786	0	4,786	35.2%	0
Net Income over Expenditure	441	(1,520)	(1,961)				
<u>140 Pavilion</u>							
1120 Hire Charge	170	75	(95)			226.7%	
Pavilion :- Income	170	75	(95)			226.7%	0
4330 Water/Sewage Rate	145	260	115		115	55.9%	
4400 Cleaning Items	16	60	44		44	26.6%	
4410 Electricity	719	1,200	481		481	59.9%	
4420 Maintenance	12	355	343		343	3.5%	
Pavilion :- Indirect Expenditure	892	1,875	983	0	983	47.6%	0
Net Income over Expenditure	(722)	(1,800)	(1,078)				
<u>150 Projects</u>							
4500 Amenities	410	1,600	1,190		1,190	25.6%	2,320
4530 Recreation Ground	0	5,000	5,000		5,000	0.0%	2,610
4540 Woodup Pool	1,424	3,000	1,576		1,576	47.5%	1,424
4560 Neighbourhood Plan	0	1,000	1,000		1,000	0.0%	
Projects :- Indirect Expenditure	1,834	10,600	8,766	0	8,766	17.3%	6,354
Net Expenditure	(1,834)	(10,600)	(8,766)				
6000 plus Transfer from EMR	6,354						
Movement to/(from) Gen Reserve	4,520						

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2023

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>160 Rec Ground</u>							
1130 Pitch Fees	660	2,500	1,840			26.4%	
Rec Ground :- Income	660	2,500	1,840			26.4%	0
4310 Contract	2,674	8,700	6,026		6,026	30.7%	
4420 Maintenance	0	2,600	2,600		2,600	0.0%	
4710 Pitch	78	500	423		423	15.5%	
Rec Ground :- Indirect Expenditure	2,752	11,800	9,048	0	9,048	23.3%	0
Net Income over Expenditure	(2,092)	(9,300)	(7,208)				
<u>170 Street Clean</u>							
4310 Contract	1,667	5,000	3,333		3,333	33.3%	
Street Clean :- Indirect Expenditure	1,667	5,000	3,333	0	3,333	33.3%	0
Net Expenditure	(1,667)	(5,000)	(3,333)				
<u>180 Street Light</u>							
4410 Electricity	1,404	6,000	4,596		4,596	23.4%	
4420 Maintenance	283	700	417		417	40.4%	
Street Light :- Indirect Expenditure	1,687	6,700	5,013	0	5,013	25.2%	0
Net Expenditure	(1,687)	(6,700)	(5,013)				
<u>190 Woodrolfe Hard</u>							
1110 Fees	1,043	900	(143)			115.9%	
Woodrolfe Hard :- Income	1,043	900	(143)			115.9%	0
4130 Miscellaneous	11	350	339		339	3.0%	
4730 Rent	0	440	440		440	0.0%	
Woodrolfe Hard :- Indirect Expenditure	11	790	779	0	779	1.3%	0
Net Income over Expenditure	1,033	110	(923)				
<u>200 Woodup</u>							
4270 Rangers	0	440	440		440	0.0%	
4310 Contract	80	265	185		185	30.2%	
4420 Maintenance	2,785	1,500	(1,285)		(1,285)	185.7%	
4700 Toilet	1,299	1,250	(49)		(49)	103.9%	
4760 Litter Collection	83	480	397		397	17.3%	
4770 Water Testing	0	400	400		400	0.0%	
Woodup :- Indirect Expenditure	4,247	4,335	88	0	88	98.0%	0
Net Expenditure	(4,247)	(4,335)	(88)				

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2023

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>210</u> <u>S137 Expenditure</u>							
4800 Donations	500	1,500	1,000		1,000	33.3%	
S137 Expenditure :- Indirect Expenditure	<u>500</u>	<u>1,500</u>	<u>1,000</u>	<u>0</u>	<u>1,000</u>	<u>33.3%</u>	<u>0</u>
Net Expenditure	<u>(500)</u>	<u>(1,500)</u>	<u>(1,000)</u>				
<u>220</u> <u>Other</u>							
4850 Agency Services	1,120	3,640	2,520		2,520	30.8%	
4860 Advertising	0	480	480		480	0.0%	
Other :- Indirect Expenditure	<u>1,120</u>	<u>4,120</u>	<u>3,000</u>	<u>0</u>	<u>3,000</u>	<u>27.2%</u>	<u>0</u>
Net Expenditure	<u>(1,120)</u>	<u>(4,120)</u>	<u>(3,000)</u>				
Grand Totals:- Income	62,710	121,000	58,290			51.8%	
Expenditure	40,619	121,000	80,381	0	80,381	33.6%	
Net Income over Expenditure	<u>22,091</u>	<u>0</u>	<u>(22,091)</u>				
plus Transfer from EMR	6,354						
less Transfer to EMR	2,074						
Movement to/(from) Gen Reserve	<u>26,371</u>						



**TOLLESBURY PARISH COUNCIL**  
**PAYMENTS FOR APPROVAL**

**September 2023**

Date	Cheque No.	Payee	Invoice No/Ref	Expenditure Detail		Amount
<b>CO-OPERATIVE BANK - CURRENT ACCOUNT</b>						
11.08.23	D/D	Octopus Energy	KI-C5266B98-0005	Electricity Supply - Pavilion		£738.06
24.08.23	D/D	Npower	IN07922764	Electricity Supply - Streetlights		£277.57
31.08.23	D/D	Utility Warehouse	201716279	Parish Phone		£55.16
01.09.23	D/D	Maldon District Council		Non-Domestic Rates - Cemetery		£43.00
15.09.23	D/D	A & J Lighting Solutions	37562	Monthly maintenance		£67.92
<b>CO-OPERATIVE ACCOUNT - ACCOUNT No. 2</b>						
16.08.23	D/D	Adobe	IEE2023008818459	Adobe Monthly Subscription		£16.64
23.08.23	D/C	Amazon	GB35BZ82VAEUI	Stationery		£12.77
29.08.23	D/C	Zoom	INV216304825	One Month Subscription		£15.59
<b>UNITY TRUST BANK - CURRENT ACCOUNT</b>						
05.09.23		Wages		Staff Wages		£2,433.41
	Online	HMRC		Tax & NI - August 2023		£986.85
	Online	Essex Pension Fund		Employee and Employer Contributions - September		£870.34
	Online	D W Maintenance		Grounds Maintenance - Cemetery - August	£558.33	
				Grounds Maintenance - August	£844.92	£1,403.25
	Online	S Curtis		Litter Contract		£416.66
	Online	Viking Skip	1533	Civic Amenity Skip	£168.00	
			1562	Civic Amenity Skip	£168.00	
			1573	Civic Amenity Skip	£168.00	
	Online	The Crown Estate	30903218	Rent - Bontings & Woodrolfe Creek		£504.00
	Online	The Centre		Hall hire - Parish Council Meeting		£429.70
	Online	Countryside Services		Removal of wasp nest - Recreation Ground		£42.00
	Online	RCCE	7684	Tollesbury Housing Needs Survey		£60.00
	Online	Gallagher Insurance	526665669	Annual Insurance		£2,692.85
	Online	Green Recycling Ltd	400563	Large Wheelie Bin - Woodup Pool		£4,007.66
	Online	Euroloos	320428	Toilet - Woodup Pool	£154.27	
			320427	Toilet - Woodup Pool	£265.73	
	Online	PKF Littlejohn	SB20230689	External Audit 2022/23		£420.00
	Online	Aurora Managed Services Ltd	IN539323	Quarterly hire and usage		£504.00
						£179.06
<b>TOTAL</b>						<b>£16,320.49</b>

<b>Payment Breakdown</b>	
Tollesbury Current Account	£1,181.71
Tollesbury A/c No. 2 Debit Card	£45.00
Unity Trust Bank	£15,093.78
<b>TOTAL</b>	<b>£16,320.49</b>

From: Jonathan Whittle <jonathan.whittle@randallsurveys.co.uk>  
Subject: RE: Topographical Survey Quotation Request - Tollesbury Recreation Ground

Date: 23 August 2023 at 15:42:32 BST

To: Louisa Quilter [REDACTED]

Good afternoon Louisa

Thank you for the enquiry.

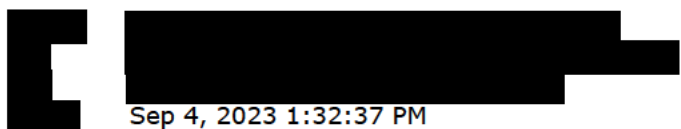
In response we advise that the fees would be £765.00 + VAT to undertake the topographical survey of the area highlighted in red on the plans provided. At present we have around a week lead in and the survey would take a two working days to complete and deliver. We hope that this meets with your approval and await your further instructions.

Best Regards

Jon

Jon Whittle - Partner  
Randall Surveys LLP

Topographic Surveys ■ Hydrographic Surveys ■ Building Surveys ■ Drone Surveys Services  
Location ■ Laser Scanning ■ Monitoring ■ BIM Surveys ■ MBES Surveys  
High Street, Bures, Suffolk, CO8 5HZ  
Reg No. OC316325  
\*: Jon.Whittle@RandallSurveys.co.uk  
8: www.RandallSurveys.co.uk  
(: 01787 227580  
Mobile 07508 844357



Sep 4, 2023 1:32:37 PM

**Subject:** Objection to the use of the Tollesbury Heritage Telephone Box for logo/brand advertising**Attachments:** telephone box.jpg

Dear Tollesbury Parish Council,

I am writing to object to the application by the Tollesbury Climate Partnership (TCP) to post their brand and logo on the adopted BT red heritage telephone box located on the High Street in the village (pic attached). While I appreciate the good efforts of the TCP, I believe that using this iconic structure for advertising purposes should not be approved. My objections are as follows:

**Iconic Status:** The red heritage telephone box has long been considered an iconic symbol of our village. This particular model, Kiosk No. 6 (K6) holds historical significance as a British icon introduced in 1936 to commemorate the Silver Jubilee of King George V. Designed by Sir Giles Gilbert Scott, it became known as the 'Jubilee Kiosk'. It is part of our cultural heritage and should not be used for advertising or branding, regardless of the cause. Such use detracts from the historical and aesthetic value of this structure.

**Setting a Precedent:** Allowing the TCP to advertise on the telephone box sets a precedent that could lead to further requests from other clubs and charities in the village, each wanting to post their brand advertisement on the remaining glass space, or on the kiosk in Mell Road. This could result in a cluttered and unsightly appearance, diminishing the unique character of our village.

**No Requirement for Embellishment:** The telephone box does not require embellishment and does not need to earn its keep. It is an integral part of our village landscape and should be preserved in its original form. Plastering advertisements on its glass windows not only compromises its aesthetic appeal but also contradicts its historical significance.

**Aesthetic Impact:** The TCP advertisement on all sides of the glass windows of the box is crude and negatively impacts the overall look of the telephone box. It disrupts the harmonious blend of heritage and modernity in our village.

I would like to emphasize that my objection is not against the Tollesbury Climate Partnership or their cause. I am supportive of efforts to combat climate change and promote environmental awareness. However, I believe that there are more suitable ways to achieve this goal without compromising the integrity of our village's historical assets.

For instance, I would not object to the use of the telephone box for a purpose that doesn't spoil its iconic appearance, such as housing a defibrillator. This type of alternative use would provide a valuable community service without altering the aesthetic charm of the structure.

I kindly request that all Parish Councillors consider my objection at the Parish Council full meeting on Tue 5 Sep 2023 and not allow TCP branding and advertising on the heritage telephone box, so as to preserve its integrity and the historical and visual character of our village.

Thank you for considering my objections.

Sincerely,

A solid black rectangular box used to redact the signature of the sender.