

Present: Cllrs Bell, Ferneyhough, Gilbert, Goldie, Hawes, Inwood, Page, Rogers

In the Chair: Cllr Plater – Chairman

Clerk: Michelle Curtis

Also Present: District Councillor Stephens
2 Members of the public

1. Apologies for Absence

There were apologies for absence from Cllrs Clare and St Joseph.

There were also apologies for absence from County Councillor Durham and Councillor Thompson.

2. Declarations of Interest

There were no declarations of interest disclosed.

3. Public Forum

There were no comments from the members of the public.

4. County Councillors and District Councillors

4.1 County Councillor Durham

The email from Cllr Durham regarding the Local Highways Panel was received and noted.

4.2 District Councillors

Cllr Stephens presented her report.

Cllr Stephens thanked the Parish Clerk for removing the broken glass at Woodrolfe Green following the removal of the bottle banks.

The Clerk advised that a green wheelie bin had replaced the bottle banks and suggested this was publicised as some residents thought the recycling glass facility was no longer available. They did not realise that glass could be put into the wheelie bin.

Action: Cllr Stephens will request some stickers from Maldon District Council (MDC) to attach to the wheelie bin.

5. Minutes of the Meetings held on the 21st November 2023

Resolved: the Minutes of the Parish Council Meeting held on 21st November 2023 be approved as a true and accurate record of the meeting. Proposed Cllr Hawes, seconded Cllr Fernyhough. Unanimously agreed by those who attended.

The Chairman signed the Minutes.

6. Finance

6.1 Monthly Financial Report

The Financial Reports, as of the 30th November 2023, were presented to the Council (Appendix A).

Councillors received the following monthly financial reports:

Bank Reconciliation – The closing balance of £121,546.29

Expenditure to date – Budget £121,000 - Actual to date £74,811

Income to date – Budget £121,000 (including Precept £107,510) Actual to date £124,298

Earmarked Funds – Closing balance £27,395.47 - Net movement £2,321.01

The Clerk reported:

- There is an adjustment showing on the bank reconciliation of £277.84 due to a banking issue that has now been resolved.
- At the meeting on 7th November 2023, a resident raised that there were three items with a zero balance showing unreconciled differences on the bank reconciliation. The Clerk reported that following the meeting, she had contacted the accounting software provider, and these items have now been removed.

The Chairman and Cllr Hawes signed the Reports.

6.2 Payments

The items for payment totalling £11,356.65 were presented for approval (Appendix B).

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

7. Recreation Ground

7.1 Draft Minutes of the Recreation Ground Committee Meeting

The draft minutes of the Recreation Ground Committee meeting held on the 14th November 2023 were received and noted.

7.2 Verbal Report from the Recreation Ground Committee

Cllr Ferneyhough reported that the Clerk had obtained quotations for various works at the Pavilion, and a proposal will be submitted to the Full Council for consideration at the meeting on 19th December 2023.

Cllr Ferneyhough advised that approximately four roof tiles on the store shed, required replacing. Neil Foakes could carry out the repairs at a cost of £50.

Resolved: Unanimously agreed for the work to be carried out by Neil Foakes for £50.

The Clerk advised that a resident had enquired when the kickwall would be completed. The Clerk reported that at the Recreation Ground Committee meeting held on 14th November 2023, it was agreed to delay completing the kickwall until the spring.

7.3 Replacement Seat – Zip Wire

Resolved: Unanimously agreed to purchase a replacement seat for the zip-wire from Online Playgrounds for £76.00 + VAT and delivery.

7.4 Monthly Inspection Report

The Monthly Inspection Report dated 28/11/23 was received and noted. It was reported that benches 1 and 2 had missing slats.

The Clerk advised that she had obtained a quotation for repair. The quote is to be reviewed by the Recreation Ground Committee.

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

8.1 Draft Minutes of the Environment & Amenity Committee Meeting

The draft minutes of the Environment & Amenity Committee meeting held on the 15th November 2023 were received and noted.

8.2 Verbal Report from the Environment and Amenity Committee

The Clerk advised that following the last meeting, she had posted on the Parish Council's social media regarding sponsorship of the bench. Four people have offered donations between £50 and £100.

Cllr Stephens advised that at the recent Meet Your Councillor session, a resident suggested purchasing a picnic table rather than a new bench.

Action: To be considered by the Environment & Amenity Committee.

9. Woodrolfe Hard

9.1 Draft Minutes of the Woodrolfe Hard Committee Meeting

The draft minutes of the Woodrolfe Hard Committee meeting held on the 15th November 2023 were received and noted.

9.2 Verbal Report from the Woodrolfe Hard Committee

There was no additional information to report.

10. Woodup Pool

10.1 Verbal Report from the Woodup Pool Committee

Cllr Hawes reported that via Cllr Page, there were some questions raised by some of the swimmers. Cllr Hawes asked Cllr Page to let the swimmers know that all committee meetings are open to the public, who can comment during the public forum or observe the meeting. The next meeting of the Woodup Pool Committee will be held in February 2024.

11. Highways

11.1 South Essex Parking Partnership (SEPP)

The email from SEPP acknowledging receipt of the application for road markings at the flood barrier gate in Woodrolfe Road was received and noted.

11.2 County Councillor Cunningham

The email from County Councillor Cunningham regarding the recent closure of Tollesbury Road was received and noted.

Councillors felt that Cllr Cunningham had missed the point in the letter from the Parish Council suggesting that a traffic management system be put in place.

Action: Clerk to write to Cllr Cunningham regarding traffic management.

12. Grounds Maintenance Contract

Councillors considered the quotations for the Grounds Maintenance Contract (Appendix C).

Resolved: Unanimously agreed to accept the quotation from D W Maintenance for £10,945 per annum. The contract would run from 1st February 2024 to 31st January 2027.

DW Maintenance is the existing Grounds Maintenance Contractor, and the Parish Council was impressed with their high work standards.

13. Police/Community Protection Officers (CPOs)

13.1 Police

The Police Reports (confidential) were received and noted.

13.2 CPO Report for October 2023

The report for October 2023 was received and noted.

14. Administration

Royal British Legion (RBL) – The Clerk reported that she had circulated a letter (Appendix D) from the RBL thanking the Parish Council for their recent payment for the poppy wreath.

Commemorative Plaque – The Clerk displayed the proof (Appendix E) for the commemorative plaque for the King's Coronation. Councillors approved the proof. The Clerk advised that Jennifer Tolhurst, Lord-Lieutenant of Essex, has agreed, in principle, to unveil the plaque. The unveiling will happen in the new year, and it is hoped to tie it in with a village event.

Telephone Mast Mell Farm – The Clerk reported the following on behalf of Cllr St Joseph. Cllr St Joseph had met the telephone mast company, and the company advised that they intend to do the work in 2024. They may need to submit a further planning application due to a technicality.

15. Community Matters

The Chairman reported:

- At the meeting of the Neighbourhood Plan Steering Group (NPSG) the previous Wednesday, the group had suggested writing an open letter to the Leader of MDC to express the concerns of the village about the continuing uncertainties surrounding the five-year housing land supply in the Maldon District and the ensuing risk to local planning. A copy of the draft letter has been circulated to Parish Councillors.

Action: Cllr Stephens will discuss the proposed letter with Councillor Thompson and provide feedback to the Parish Council.

Action: Any amendments to the letter will be circulated to Councillors for final approval before submission to MDC.

- An email was received from Welbeck advising that they had submitted an outline planning application to MDC for the land south of Carrington Farm for 159 houses.

A draft response to their email has been prepared (Appendix F) and circulated to Councillors for approval. Councillors approved the email.
Action: Clerk to send the email to Welbeck.

16. 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.

17. Employment Matters

Confidential report 03-23/24.

18. Public Bodies (Admission to Meetings) Act 1960

Resolved: to open the meeting to the press and public

19. Dates of the Next Meetings

Wednesday 6th December 2023 – Finance & Policy Committee – Postponed until
Tuesday 12th December 2023 - 7.30pm – Pavilion

Tuesday 19th December 2023 - Full Council Meeting – 7.30pm – Pavilion

Tuesday 9th January 2024 - Full Council Meeting – 7.30pm – Pavilion

Tuesday 16th January 2024 - Full Council Meeting – 7.30pm – Pavilion

The Chairman closed the meeting at 8.45pm.

Signed.....

Date

Date:03/12/2023

Tollesbury Parish Council Current Year

Page 1

Time: 10:12

**Bank Reconciliation Statement as at 30/11/2023
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	30/11/2023		44,342.06
Deposit Account	30/11/2023		503.73
P/Sector Reserve	31/03/2021		0.00
Coop Current Account 2	30/11/2023		1,427.13
Petty Cash	30/11/2023		1.24
Unity Current Account	30/11/2023		24,377.96
			0.00
Unity Instant Access Saver Acc	30/11/2023		50,574.33
			<u>121,226.45</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			121,226.45
<u>Unpresented Receipts (Plus)</u>			
30/11/2023 93		42.00	
			<u>42.00</u>
			121,268.45
		Balance per Cash Book is :-	121,546.29
		Difference Excluding Adjustments is :-	-277.84
<u>Adjustments to Reconciliation</u>			
30/11/2023 MC Banking Issue		-277.84	
			<u>-277.84</u>
		Unreconciled Difference is :-	<u>0.00</u>

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR Amenities	2,164.60	1,147.00	3,311.60
322 EMR Recreation Ground	9,302.13	50.00	9,352.13
323 EMR Community Support/Minor Pr	5,462.98	-1,645.00	3,817.98
324 EMR Woodup Pool	2,092.74	3,710.05	5,802.79
325 EMR Pavilion Project	0.00	1,000.00	1,000.00
327 EMR Neighbourhood Plan	3,228.05	-919.04	2,309.01
329 EMR Woodrolfe Hard	2,052.96	-500.00	1,552.96
330 EMR Streetlighting	77.00	-77.00	0.00
333 Tollesbury Harbour Project	250.00		250.00
334 EMR Website	445.00	-445.00	0.00
	<u>25,075.46</u>	<u>2,321.01</u>	<u>27,396.47</u>

Detailed Income & Expenditure by Budget Heading 30/11/2023

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	31,954	51,137	19,183	0	19,183	62.5%	0
Net Expenditure	(31,954)	(51,137)	(19,183)				
<u>110 Administration</u>							
1076 Precept	107,510	107,510	(0)			100.0%	
1080 Bank Interest Received	580	0	(580)			0.0%	
1150 Donations	2,226	0	(2,226)			0.0%	2,134
1160 Other Income	1,640	0	(1,640)			0.0%	140
1200 Grants Received	2,950	2,950	0			100.0%	
Administration :- Income	114,906	110,460	(4,446)			104.0%	2,274
4100 Audit Fees	720	700	(20)		(20)	102.9%	
4110 Bank Charges	50	100	50		50	49.7%	
4120 Insurance	4,087	3,758	(329)		(329)	108.7%	
4130 Miscellaneous	233	500	267		267	46.6%	
4140 Office Allowance	1,000	1,500	500		500	66.7%	
4150 Photocopier	479	950	471		471	50.4%	
4160 Postage	9	40	31		31	22.5%	
4170 Stationery	38	60	22		22	63.1%	
4180 Subscriptions	1,767	2,100	333		333	84.1%	
4190 Telephone	368	600	232		232	61.3%	
4200 Training	539	300	(239)		(239)	179.7%	
4210 Website	150	800	650		650	18.8%	
Administration :- Indirect Expenditure	9,439	11,408	1,969	0	1,969	82.7%	0
Net Income over Expenditure	105,467	99,052	(6,415)				
6001 less Transfer to EMR	2,274						
Movement to/(from) Gen Reserve	103,193						
<u>120 Amenities</u>							
1100 Allotments Income	1,215	1,200	(15)			101.2%	
1110 Fees	(1)	0	1			0.0%	
Amenities :- Income	1,214	1,200	(14)			101.2%	0

Detailed Income & Expenditure by Budget Heading 30/11/2023

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4130 Miscellaneous	290	500	210		210	58.0%	
4250 Allotments	553	1,000	447		447	55.3%	
4260 Hasler Green	210	450	240		240	46.7%	
4270 Rangers	730	1,500	770		770	48.6%	
4280 Woodrolfe Green	370	700	330		330	52.9%	
4420 Maintenance	0	200	200		200	0.0%	
Amenities :- Indirect Expenditure	2,153	4,350	2,197	0	2,197	49.5%	0
Net Income over Expenditure	(939)	(3,150)	(2,211)				
<u>130 Cemetery</u>							
1110 Fees	4,840	5,865	1,025			82.5%	
Cemetery :- Income	4,840	5,865	1,025			82.5%	0
4130 Miscellaneous	0	100	100		100	0.0%	
4310 Contract	3,908	6,700	2,792		2,792	58.3%	
4330 Water/Sewage Rate	145	150	5		5	96.9%	
4340 Rates	349	435	86		86	80.2%	
Cemetery :- Indirect Expenditure	4,403	7,385	2,982	0	2,982	59.6%	0
Net Income over Expenditure	437	(1,520)	(1,957)				
<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	26	60	34		34	42.6%	
4410 Electricity	948	1,200	252		252	79.0%	
4420 Maintenance	181	355	174		174	51.1%	
Pavilion :- Indirect Expenditure	1,301	1,875	574	0	574	69.4%	0
Net Income over Expenditure	(1,131)	(1,800)	(669)				
<u>150 Projects</u>							
4500 Amenities	410	1,600	1,190		1,190	25.6%	2,320
4530 Recreation Ground	1,340	5,000	3,660		3,660	26.8%	3,950
4540 Woodup Pool	1,424	3,000	1,576		1,576	47.5%	1,424
4560 Neighbourhood Plan	2,364	1,000	(1,364)		(1,364)	236.4%	2,364
4610 Unallocated Sum	495	0	(495)		(495)	0.0%	495
Projects :- Indirect Expenditure	6,033	10,600	4,567	0	4,567	56.9%	10,553
Net Expenditure	(6,033)	(10,600)	(4,567)				
6000 plus Transfer from EMR	10,553						
Movement to/(from) Gen Reserve	4,520						

Detailed Income & Expenditure by Budget Heading 30/11/2023

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	1,675	2,500	826			67.0%	
Rec Ground :- Income	1,675	2,500	826			67.0%	0
4310 Contract	4,992	8,700	3,708		3,708	57.4%	
4420 Maintenance	187	2,600	2,413		2,413	7.2%	
4710 Pitch	78	500	423		423	15.5%	
Rec Ground :- Indirect Expenditure	5,257	11,800	6,543	0	6,543	44.5%	0
Net Income over Expenditure	(3,582)	(9,300)	(5,718)				
<u>170 Street Clean</u>							
4310 Contract	2,917	5,000	2,083		2,083	58.3%	
Street Clean :- Indirect Expenditure	2,917	5,000	2,083	0	2,083	58.3%	0
Net Expenditure	(2,917)	(5,000)	(2,083)				
<u>180 Street Light</u>							
4410 Electricity	2,236	6,000	3,764		3,764	37.3%	
4420 Maintenance	453	700	247		247	64.7%	
Street Light :- Indirect Expenditure	2,689	6,700	4,011	0	4,011	40.1%	0
Net Expenditure	(2,689)	(6,700)	(4,011)				
<u>190 Woodrolfe Hard</u>							
1110 Fees	1,493	900	(593)			165.9%	
Woodrolfe Hard :- Income	1,493	900	(593)			165.9%	0
4130 Miscellaneous	237	350	113		113	67.7%	
4730 Rent	430	440	10		10	97.7%	
Woodrolfe Hard :- Indirect Expenditure	667	790	123	0	123	84.4%	0
Net Income over Expenditure	827	110	(717)				
<u>200 Woodup</u>							
4270 Rangers	61	440	379		379	13.8%	
4310 Contract	140	265	125		125	52.8%	
4420 Maintenance	2,785	1,500	(1,285)		(1,285)	185.7%	
4700 Toilet	1,913	1,250	(663)		(663)	153.0%	
4760 Litter Collection	316	480	164		164	65.9%	
4770 Water Testing	0	400	400		400	0.0%	
Woodup :- Indirect Expenditure	5,215	4,335	(880)	0	(880)	120.3%	0
Net Expenditure	(5,215)	(4,335)	880				

Detailed Income & Expenditure by Budget Heading 30/11/2023

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	600	1,500	900		900	40.0%	
S137 Expenditure :- Indirect Expenditure	<u>600</u>	<u>1,500</u>	<u>900</u>	<u>0</u>	<u>900</u>	<u>40.0%</u>	<u>0</u>
Net Expenditure	<u>(600)</u>	<u>(1,500)</u>	<u>(900)</u>				
<u>220</u> <u>Other</u>							
4850 Agency Services	2,100	3,640	1,540		1,540	57.7%	
4860 Advertising	85	480	395		395	17.7%	
Other :- Indirect Expenditure	<u>2,185</u>	<u>4,120</u>	<u>1,935</u>	<u>0</u>	<u>1,935</u>	<u>53.0%</u>	<u>0</u>
Net Expenditure	<u>(2,185)</u>	<u>(4,120)</u>	<u>(1,935)</u>				
Grand Totals:- Income	124,298	121,000	(3,298)			102.7%	
Expenditure	74,811	121,000	46,189	0	46,189	61.8%	
Net Income over Expenditure	<u>49,487</u>	<u>0</u>	<u>(49,487)</u>				
plus Transfer from EMR	10,553						
less Transfer to EMR	2,274						
Movement to/(from) Gen Reserve	<u>57,766</u>						

TOLLESBURY PARISH COUNCIL
PAYMENTS FOR APPROVAL

December 2023

Date	Cheque No.	Payee	Invoice No/Ref	Expenditure Detail		Amount
CO-OPERATIVE BANK - CURRENT ACCOUNT						
15.11.23	D/D	Octopus	KI-C5266B98-0008	Electricity Supply - Pavilion		£118 88
27.11.23	D/D	Npower	IN08873381	Electricity Supply - Streetlights		£327.42
30.11.23	D/D	Utility Warehouse	206181587	Parish Phone		£55.16
01.12.23	D/D	Maldon District Council		Non-Domestic Rates - Cemetery		£43 00
13.12.23	D/D	Octopus	KI-C5266B98-0009	Electricity Supply - Pavilion		£130 52
15.12.23	D/D	A & J Lighting Solutions	37181	Monthly maintenance		£67 92
15.12.23	D/D	A & J Lighting Solutions	37778	Streetlight Repairs - Hope Cottages		£180 00
CO-OPERATIVE ACCOUNT - ACCOUNT No. 2						
01.11.23	D/C	Amazon		Stationery		£9 99
13.11.23	D/C	McAfee		Computer Security - Annual Fee		£109 99
17.11.23	D/D	Adobe		Adobe Monthly Subscription		£16.64
29.11.23	D/C	Amazon		Stationery		£11 82
UNITY TRUST BANK - CURRENT ACCOUNT						
23.11.23	Online	Tollesbury St Marys PCC		Pavilion advertising - Parish Magazine		£85 00
05.12.23		Wages		Staff Wages		£3,697.13
	Online	Essex Pension Fund		Employee and Employer Contributions - Dec 23		£1,329 51
	Online	HMRC		Tax & NI November 2023		£986.45
	Online	Viking Skips	1656	Civic Amenity Skip	£168.00	
			1669	Civic Amenity Skip	£168.00	£336 00
	Online	D W Maintenance	2501	Grounds Maintenance - Cemetery - November	£558.33	
			2502	Grounds Maintenance - November	£815.67	£1,374 00
	Online	S Curtis		Litter Contract		£416.66
	Online	Wave	12836374	Water/Sewerage Charges - Pavilion		£158.14
	Online	Wave	12836603	Water - Allotments		£30 08
	Online	Phelan Barker	INV-4118	6 Month Maintenance	£210.00	
			INV-4138	Website domain transfer	£324.00	£534 00
	Online	Aurora	IN105316	Old Photocopier - Final Invoice		£70 92
	Online	EALC	17176	Councillor Training - 2 Days - Cllr Gilbert		£228 00
	Online	The Crown Estate	30912342	Increase in fees - Rent - Bontings & Woodrolfe Creek		£142.63
	Online	SLCC	MEM246365-1	SLCC - Annual Subscription		£348 00
	Online	Microsoft Office (via M Curtis)		Annual Subscription		£79 99
	Online	Tollesbury St Marys PCC	23/26	Minutes - Parish Magazine	£200.00	
				Church Clock	£30.00	£230 00
	Online	Black Country Metal Works Ltd	CC05122023JJ	Commemorative Plaque		£238 80
TOTAL						£11,356.65

Payment Breakdown	
Tollesbury Current Account	£922.90
Tollesbury A/c No. 2 Debit Card	£148.44
Unity Trust Bank	£10,285.31
TOTAL	£11,356.65

D. W. MAINTENANCE

Woolsmore, Maldon Road, Hatfield Peverel, Chelmsford, Essex CM3 2JP

Tel. No. 01245 381485

David Wallace Mobile No. 07955166373

E mail : wallace.woolsmore @btinternet.com

Michelle Curtis
Clerk to Tollesbury Parish Council
Tollesbury Parish Council
Tollesbury
Essex CM9 8SL

23rd November, 2023

Dear Michelle,

Re Grounds Maintenance Contract

Thank you for your e mail of the 13th October in relation to the grounds maintenance contract commencing 1st February 2024 until January 2027.

I would like to tender for the new contract having carried out the grounds maintenance and also the cemetery work for the Parish Council over the last four years, and do hope that the Parish Council has been satisfied with all the work undertaken.

The new specification now includes the dates of the football playing season and the number of visits required for the initial marking up and the remarking of five pitches on a weekly basis. Also, having done the line marking for the pitches over the last four years and being fully aware of the requirements of the football club, we are able to provide a more accurate quotation for this particular part of the specification in addition to the other grounds maintenance work where a small increase has been made to cover rising costs.

I am therefore pleased to provide the following for consideration :

To carry out grounds maintenance as per the Specification for Contract 1 - Recreation Ground, Contract 2 - Hasler Green, Contract 3 - Woodrolfe Green and Contract 4 - Woodup Pool.

For a yearly sum of Ten thousand nine hundred and forty five pounds (£10,945.00) which includes all labour, equipment and materials.

The fertilising and spraying of the Recreation Ground would again be carried out by the Contractor we have used previously.

As you are aware Damon now trades under his sole name Wallace Arboriculture & Groundcare but we continue to work together on all our grounds maintenance contracts for Parish Councils which include:

1. East Hanningfield
2. Galleywood
3. Kelvedon
4. Highwood
5. Stow Maries
6. Boreham
7. Hatfield Peverel
8. Great Braxted
9. Wickham Bishops
10. Tolleshunt D'Arcy

We both have our own Public Liability Insurance and Health & Safety Policy which you currently hold. Further copies can be provided.

If you have any queries or wish to discuss the above then please do not hesitate to get in touch.

We look forward to hearing from you.

Yours sincerely,

David and Damon

Tollesbury Parish Council Ground Maintenance Proposal

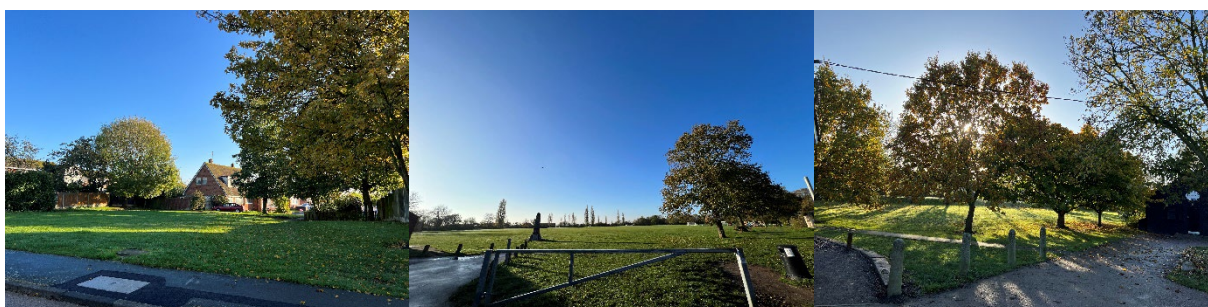
Overview

Contract Term 01.02.24 – 31.01.27

Ground Maintenance at Recreation Ground, Hasler Green, Woodrolfe Green and Woodup Pool

Brief

Litter Collection
Grass Cutting
Hedge Maintenance
Line Marking
Harrow, Spike & Roll
Fertilisation
Perimeter Maintenance
Record and report works



Budget 2024 - 2027

Line item	Quantity	Cost per unit	Total
Labour 2024-2025	48	£265	£12,720
Labour 2025-2026	48	£278	£13,344
Labour 2026-2027	48	£292	£14,016
		Contract Total	£40,080



branching out



Fulfilling commercial contracts by employing motivated young people with learning disabilities.

The Problem

Only 5.8% of people with a learning disability, autism or ADHD will find and sustain paid employment during their lifetime.

The Solution

With this in mind, we have developed an opportunity that bridges the gap between work experience and employment. Circles 'Branching Out' is a conservation enterprise that focuses on providing supported employment opportunities for young people. We are determined to provide real and long lasting employment opportunities for those with autism and learning difficulties.

The Branching Out Team

Each team is led by an experienced industry professional that will assure quality whilst supporting the team with any additional needs. Team sizes range from team leader + 2 to team leader + 4 with additional. Our teams are devised using social dynamics as well as practical ability.

Costing

Our costing is modelled in line with industry standards.

Insurance

Employers liability, public, products and indemnity via the NFU National Farmers Union. Please see the referrals page of our website; www.circlesfarm.co.uk.

Procurement

We'd welcome the opportunity to present this offer and discuss any potential contracts.



What does supportive employment look like?

Starting a new job can be overwhelming for anyone. We support our young people by simplifying the process; breaking the workload into manageable steps, overcoming fears by implementing practical solutions and enabling career progression by exploring hidden talents. A key area is supporting the transition from a parent managing their child's education to the young person self-managing their employment and welfare.

Circles Alternative Education was founded in 2009 as a not for profit community interest company to provide provision for 11-16's at risk of exclusion from school. Over the past 13 years of progression, Circles has increased its service to provide vocational training and social emotional and mental health support for those aged 4-17 across 3 sites in Basildon & Stock in Essex and East Bergholt, Suffolk.

Circles strives to engage young people in learning through vocational team work and social development. By providing a happy, caring and safe learning environment for all, young people feel valued and are able to grow in confidence and independence. We promote happiness through a creative, exciting and practical curriculum, which generates a love of, and interest in, learning. Great value is placed on pupils' self-esteem which is developed through a well-motivated attitude to learning, a healthy lifestyle, good social skills, self-discipline and a positive self-image.





Michelle Curtis
Parish Clerk
Tollesbury Parish Council
Tollesbury

Dear Michelle,

The committee wish to send their most sincere thanks to the Parish Council for your time and effort in helping to prepare for this years' service, and for attending the Remembrance Day service and for the laying of your wreath.

The poppy wreath payment has been forwarded to the Poppy Appeal, and we thank you most sincerely for this donation to the Poppy Appeal.

The Poppy Appeal is the major source of revenue for the Royal British Legions' Benevolent Fund.

Every penny donated makes a difference to the lives of our beneficiaries so I would once again like to thank you on their behalf.

The British Legion was founded in 1921 by veterans after the First World War. Over a century on from the start of that conflict, we are still helping today's Service men and women, veterans, and their families in almost every aspect of daily life. We also champion Remembrance, safeguarding the memory of those who have given their lives for our freedom through Remembrance education and events.

Yours sincerely,



Malcolm Cousens
Branch Chairman & Poppy Appeal Organiser

Appendix E



**E5085 - Land west of North Road and north of West Street,
Tollesbury - Planning Update – DRAFT email Reply**

To: Hannah Albans [REDACTED]
Cc: Laurie Hickin [REDACTED] >, Hollie Renney
[REDACTED]

Thank you for your email of 29 November 2023.

Tollesbury Parish Council notes that Welbeck Land has submitted an outline planning application to MDC for the land south of Carrington Farm.

We are disappointed that constructive account has not been taken of the Parish Council's expressed priority for consideration to community-led housing. The reasons you have expressed for Welbeck Land's decision are based on seemingly limited awareness of the potential and are unconvincing.

Likewise, the substitution of a proposal for a pre-school project is unexpected. The need for such a facility on the outer edges of the village has neither been researched nor demonstrated.

By expressing gratitude for our willingness to engage and give feedback, you give readers the false impression that the Parish Council supports the submission.

For the record, Tollesbury Parish Council is dismayed by the submission, and especially by the failure to recognise the feedback you received from Councillors on the out-of-scale nature of Welbeck Land's proposals, and the impact on the integrity of the village and the quality of life for residents.