

Present: Cllrs Bell, Clare, Gilbert, Goldie, Hawes, Inwood, Rogers, St Joseph

In the Chair: Cllr Plater - Chairman

Clerk: Michelle Curtis

Also present: District Councillors Stephens and Thompson
Andrew Gilbert – Chairman of HART
2 members of the public

1. Apologies for Absence

There were apologies for absence from Cllrs Ferneyhough and Page.

2. Declarations of Interest

Cllr Gilbert declared interests as follows:

- Personal interest regarding agenda item 6.1, as her husband is the Chairman of HART.

3. Public Forum

Andrew Gilbert asked the following questions:

- With regard to the planning application for West Street South, an extension has been granted as the applicant has submitted additional documentation, and comments can be made on those new documents. There is a new Planning Statement, which contains all the information about their planning application. Can we comment on everything?
The Chairman advised that as it is a new document which was not submitted before, it can be commented on.
- With regards to the application for West Street North, the Planning Statement: Section 3 – refers to applications that affect the development. They do not mention the Garlands Farm application from agricultural to light industrial. Would this affect the application?
The Chairman stated it may affect the application if the proposal abuts Garlands Farms.

Section 4.14 – Does anyone agree that 45 metres of cycle path is an asset to the village?

The Chairman advised that you may expect a cycle path to link up with other cycle paths, or there could be an expectation that we are starting a cycle path/route, which may connect up in the long-term planning in the village.

There is a lengthy transport assessment, and it does not mention the pre-school, which appears on their plan. How does that affect the transport statement, as having a pre-school on the junction with West Street and the new road will affect pedestrian safety?

The Chairman suggested this should be raised as a question.

Andrew confirmed that HART was mobilising.

A resident stated that they had noticed on the December payment schedule that a payment of £30 was made to St Mary's Church as a contribution towards the church clock. The resident stated they did not recall seeing the contribution approved and asked about the process for supporting this payment.

The Clerk advised that the contribution towards the lighting of the church clock is a historic agreement. The payment was shown on the December payment schedule and was approved by the Parish Council.

The resident asked if there were any other agreements like this in place.

The Clerk confirmed this was the only one.

A resident stated that there were no archaeological reports with the planning application 23/00548, as it is understood a resident managed to dig up a grave on that site.

Action: Cllr Stephens to raise this with Maldon District Council (MDC).

4. County Councillors and District Councillors

Cllr Stephens reported:

- MDC will not be providing funding to continue The Hub. Cllr Stephens would like to continue The Hub for the village but would need some help from volunteers. Cllr Stephens would explore further in the new year.

5. Minutes of the Meeting held on the 5th December 2023

Resolved: The Minutes of the Parish Council Meeting held on 5th December 2023 be approved as a true and accurate record of the meeting. Proposed Cllr Inwood, seconded Cllr Goldie. Unanimously agreed by those who attended.

The Chairman signed the Minutes.

6. Planning

6.1 Planning Applications

Application No: LDP/MAL/23/01121 PP-12613914

Proposal: Claim for lawful development certificate for proposed use of land for the siting of a caravan to be used as an annex

Location: 62 Mell Road Tollesbury

Resolved: Unanimously agreed to recommend refusal of the application due to the following:

- There is no proof sufficient to confirm it is lawful use.
- The information supplied regarding the mobility of this caravan is very weak.

Application No: 23/01160/OUTM PP-12537071

Proposal: Outline planning application with all matters reserved except access for up to 159 residential dwellings (Use Class C3), including 40% affordable housing, pre-school (Use Class E(f) and F1(a)), a road link connecting West Street to North Road, ancillary infrastructure, public open space, play space, suitable alternative natural greenspace (SANG) and sustainable drainage.

Location: Land North Of West Street Tollesbury

Action: The Clerk to respond to MDC to advise that the Parish Council reserves their right to comment on this application. However, due to the Christmas period and the complexity of the application, the Parish Council requires additional time

to comment on the application. The earliest the Parish Council can consider this application is Tuesday, 16th January 2024.

The Chairman reported that notification had been received from MDC that the applicant for planning application no: OUTM/MAL/23/00548 PP-12120649 on the Land Opposite Prentice Hall Farm Prentice Hall Lane had submitted amended documents.

Action: Clerk to respond to MDC as per the response to the above planning application.

6.2 Planning Decisions by Maldon District Council

HOUSE/MAL/23/00900 – 12 Church Street – Approved

VAR/MAL/23/00713 - Land North Of 48 Woodrolfe Road – Approved

COU/MAL/23/00880 - Land At Garlands Farm Tollesbury Road - Approved

6.3 Planning Appeals – None received

6.4 Planning Appeal Decisions – None received

6.5 Tree Preservation Orders for information – None received

7. Finance

7.1 Draft Minutes

The draft minutes of the Finance Committee Meeting held on 12th December 2023 were received and noted.

7.2 Earmarked Reserves

The report on the Earmarked Reserves (Appendix A) was received and noted. Each Committee would be responsible for managing their earmarked reserves.

8. Budget/Precept 2024/25

8.1 Proposed fees for 2024/25

Resolved: to approve the Fees for 2024/25 as proposed by the Finance Committee (Appendix B). Proposed Cllr Hawes seconded Cllr Clare and unanimously agreed.

8.2 Proposed budget and Precept for 2024/25

The Full Council agreed to the proposed Precept of £118,257 for 2024/25, an increase of £10,747, which is 9.99% against 2023/24. Based on a Band D property, the cost per household is £114.70, which is an increase of £7.51, which is 7% against 2023/24 (Appendix C).

Resolved: to approve the Budget/Precept for 2024/25 as proposed by the Finance Committee. Proposed Cllr Hawes, seconded Cllr Clare, unanimously agreed.

9. Policies and Procedures

9.1 Equality and Diversity Policy

The Chairman advised that the Finance and Policy Committee has reviewed the Equality and Diversity Policy, and there were no amendments.

9.2 Publication Policy

Resolved: Unanimously agreed to accept the proposed changes made by the Finance Committee and adopt the Publication Policy V3.0.

9.3 Document and Data Retention Policy

Resolved: Unanimously agreed to accept the proposed changes made by the Finance Committee and adopt the Document and Data Retention Policy V3.0.

9.4 Freedom of Information Policy

Resolved: Unanimously agreed to accept the proposed changes made by the Finance Committee and adopt the Freedom of Information Policy V3.0.

10. Recreation Ground

Councillors considered the proposal (Appendix D) from the Recreation Ground Committee for various works to the Pavilion and Recreation Ground.

Resolved: Unanimously agreed to accept the proposal for expenditure as follows:

Windows - SeaberJewitt £1,350 + VAT

Internal Plastering and Brickwork - Neil Foakes £640

Guttering - A1 Installations £850 + VAT

Extractor Fans - Clover Electrical £794 + VAT

TOTAL £3,634

Expenditure from the Recreation Ground Earmarked Reserves

Car Park Potholes - Bonz £180 + VAT

Bench Repairs – Bonz £120 + VAT

Removal of Wooden climber – Bonz £550 + VAT

TOTAL £850 + VAT

Expenditure from the Recreation Ground General Reserve Maintenance.

Total expenditure at the Pavilion and Recreation Ground - £4,484

The Clerk reported that two of the wooden bollards at Woodroffe Green had been damaged, and the Clerk suggested the wooden posts from the wooden climber be used to replace the damaged bollards.

Councillors were happy to proceed with the suggestion from the Clerk.

11. Climate Change

The Chairman reported that due to discrepancies with the Contractor, Tollesbury Climate Partnership (TCP) had still not signed the document with Essex County Council for the school project. Everyone at Essex County Council is supportive and are committed to the project.

The Clerk reported that TCP had drafted an agreement for the use of half of the front section of the store shed. The Clerk would circulate the draft agreement for discussion and agreement at the next meeting of the Parish Council.

12. Saturday Morning Skip

The email from Viking Skips giving notice of a price increase effective from January 2024 was received and noted. The price would increase from £140 + VAT to £155 + VAT per visit. The Clerk advised this was the first price increase since Viking Skips took over the work in 2021.

The Clerk advised that annual costs will now be £3,720. This will cost the parish £770 (£3,720 less the grant of £2,950 from Essex County Council).

13. Administration

Letter to MDC – The Clerk confirmed that the open letter (Appendix E) to Maldon District Council had been sent to Richard Holmes, Director of Service Delivery. Richard Holmes has acknowledged receipt of the letter and will provide a full response in due course.

Website meeting – The Clerk advised that following the Finance and Policy Committee meeting, an informal meeting with Phelan Barker had been arranged on Monday, 29th January 2024, at 7pm to review the Parish Council website.

Welbeck – Cllr Clare confirmed that the response to the email from Welbeck had been sent. The Clerk advised there had been no response from Welbeck.

14. Community Matters

Cllr St Joseph reported:

- In the recent news bulletin from MDC, there was information on how to deal with radiation emergencies. Why have they produced this, and what should we do with this information?

Action: Cllr Stephens to raise with MDC.

Cllr Rogers reported:

- She had been approached by several residents concerned about the building work at a property on Church Street. It has been alleged that some trees had been removed and a wall of 8 feet high had been built. The property is a listed building in a conservation area.
Cllr Stephens advised that she had also been contacted regarding the building work and would raise it at a meeting at MDC the following day. Cllr Stephens also stated that residents could report concerns via the MDC online portal.

The Parish Council recognised the hard work of all the volunteers in the village.

Action: Cllr Clare to prepare a notice for the Parish Magazine to thank the fantastic volunteers in the village.

15. Dates of the Next Meetings

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

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

Tuesday 16th January 2024 – Environment & Amenity Committee – Meeting to be rescheduled.

Monday 5th February 2024 – Woodrolfe Hard Committee – 7.30pm – Pavilion

Tuesday 6th February 2024 - Full Council Meeting – 7.30pm – Pavilion

Tuesday 20th February 2024 - Full Council Meeting – 7.30pm – Pavilion

Tuesday 20th February 2024 – Woodup Pool Committee – Meeting to be rescheduled.

The Chairman closed the meeting at 8.52 pm.

Signed.....

Date

Earmarked Reserves Amenities

Committed Project Description	Other information	Expection Completion	Total Project Cost	Budgeted Cost To Date	EMR Balance	Additional comments
Opening Balance 01.04.23					2,165	
Transfer from General Reserves	Budget 2023/24			1,600	1,600	
Allotments	Various Works			1,910	-1,910	Work completed
Cemtery	Repairs to potholes			410	-410	Work completed
Tree Work Cemetery	Cost of project spread over two years - total cost estimated at £2000	2024	2,000	1,000	-1,000	
Transfer In	From Streetlighting to Amenities			77	77	Transfer completed
Transfer In	Transfer from Community Support/Minor Projects EMR to Amenities EMR - Work at the Allotments			1,310	1,310	Transfer completed
Various Works Allotments	Work agreed by PC at meeting on 21/11/23	2024	1,310	1,310	-1,310	
Transfer In	Transfer from Community Support/Minor Projects EMR to Amenities EMR - Tree work Hasler Green			480	480	Transfer completed
Tree works - Hasler Green	Work agreed by PC at meeting on 21/11/23	2023/24		480	-480	
TOTAL				4,997	522	

Earmarked Reserves
Recreation Ground

Committed Project Description	Other information	Expection Completion	Total Project Cost	Budgeted Cost	EMR Balance	Additional comments
Opening Balance 01.04.23					9,302	
Transfer from General Reserves	Budget 2023/24			5,000	5,000	
New Equipment	Kickwall			2,610	-2,610	Work completed
Repairs/Renewals Budget				8,500		
Play Area	Replacement wetpour	2023	2,796	2,796	-2,796	Work completed
Pavilion	Repairs - windows, roof, guttering, pointing, extractor fans	2024	3,634	3,634	-3,634	
				2,070		
Tree Budget				2,000		
Tree Work	Fell - Large Poplar			1,340	-1,340	Work completed
	Fell small Poplar			380	-380	
				280		
Transfer	From Rec Gnd to Pavilion Project			1,000	-1,000	Transfer completed
TOTAL			6,430	11,500	2,542	

Earmarked Reserves
Communtiy support/Minor projects

Committed Project Description	Other information	Expection Completion	Total Project Cost	Budgeted Cost	EMR Balance	Additional comments
Opening Balance 01.04.23					5,463	
Recreation Ground	Topographical Survery			495	-495	Survey completed
20mph limit - East Street	Village Development Project - contribution to LHP scheme to reduce speed to 20mph in East Street	2024	500	500	-500	
20mph limit - East Street	Contribution from resident			140	140	
Commemorative Plaque		2,023	200	200	-200	
Transfer In	Transfer from Woodrolfe Hard EMR to Community Support/Minor Projects EMR			500	500	Transfer completed
Transfer Out	Transfer from Community Support/Minor Projects EMR to Amenities EMR - Work at the Allotments			1,310	-1,310	Transfer completed
Transfer Out	Transfer from Community Support/Minor Projects EMR to Amenities EMR - Tree work Hasler Green			480	-480	Transfer completed
TOTAL				3,625	3,118	

Earmarked Reserves

Woodup Pool

Committed Project Description	Other information	Expection Completion	Total Project Cost	Budgeted Cost	EMR Balance	Additional comments
Opening Balance 01.04.23					2,093	
Transfer from General Reserves	Budget 2023/24			3,000	3,000	
Woodup Pool	Works			1,330	-1,330	Works completed
Risk Assessment 2024	Cost of project spread over two years - total cost estimated at £2000	2024	2,000	2,000	-2,000	£1000 budgeed annual for bi-annual Risk Assessmet approx £2k per assessment
Woodup Pool Event	Donations	2023		2,134	2,134	raised from the Woodup Pool Event
Woodup Pool Event	Expenses	2023		94	-94	
Woodup Pool Event	Potential Project	2024		2,040	-2,040	
TOTAL		8,094	2,000	10,598	1,763	

Earmarked Reserves
Pavilion Project

Committed Project Description	Other information	Expection Completion	Total Project Cost	Budgeted Cost	EMR Balance	Additional comments
Opening Balance 01.04.23					0	
Transfer	From Rec Gnd to Pavilion Project			1,000	1,000	Transfer completed
TOTAL			0	1,000	1,000	

Earmarked Reserves Neighbourhood Plan

Committed Project Description	Other information	Expection Completion	Total Project Cost	Budgeted Cost	EMR Balance	Additional comments
Opening Balance 01.04.23					3,228	
Transfer from General Reserves	Budget 2023/24			1,000	1,000	
Housing Needs Survey		2,023		2,244	-2,244	Survey completed
HNS Summary	Printing	2,023		120	-120	Work completed
Transfer In	From Website to N/Plan			445	445	Transfer completed
TOTAL			0	3,809	2,309	

Earmarked Reserves
Woodrolfe Hard

Committed Project Description	Other information	Expection Completion	Total Project Cost	Budgeted Cost	EMR Balance	Additional comments
Opening Balance 01.04.23					2,053	
Hard Improvements	Maintenance of the Hard Area	2023-24	1,500	1,500	-1,500	
Transfer Out	Transfer from Woodrolfe Hard EMR to Community Support/Minor Projects EMR			500	-500	Transfer completed
TOTAL				2,000	53	

Earmarked Reserves
Streetlighting

Committed Project Description	Other information	Expection Completion	Total Project Cost	Budgeted Cost	EMR Balance	Additional comments
Opening Balance 01.04.23					77	
Transfer Out	From Streetlighting to Amenities			77	-77	Transfer completed
TOTAL			0	77	0	

Earmarked Reserves
Tollesbury Harbour Project

Committed Project Description	Other information	Expection Completion	Total Project Cost	Budgeted Cost	EMR Balance	Additional comments
Openeing Balance 01.04.23					250	
Coir Rope Enclosure Project	As agreed at meeting on 21/11/23			250	-250	
TOTAL			0	250	0	

Earmarked Reserves
Website

Committed Project Description	Other information	Expection Completion	Total Project Cost	Budgeted Cost	EMR Balance	Additional comments
Opening Balance 01.04.23					445	
Transfer Out	From Website to N/Plan			445	-445	Transfer completed
TOTAL			0	445	0	

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	Actual 2022/23	Actual 2023/24	2024/25
BURIAL GROUND (Increases to take effect 1 st April 2024)			
PART 1 – INTERMENTS			
For any interment in a grave	450.00	600.00	660.00
For the interment of cremated remains in a grave	140.00	190.00	209.00
PART 2 - EXCLUSIVE RIGHTS OF BURIAL IN EARTHEN GRAVES			
Exclusive Right of Burial for 100 years in an earthen grave	680.00	900.00	990.00
Transfer of exclusive rights of burial	40.00	56.00	61.60
PART 3 - WALLED GRAVES AND VAULTS			
These are no longer allowed			
PART 4 - MONUMENTS, GRAVESTONES, TABLETS AND MONUMENTAL INSCRIPTIONS			
To erect or place on grave in respect of which the exclusive right of burial has been granted			
A flat stone not exceeding 7 feet by 3 feet laid flush with the ground.	230.00	305.00	335.50
A headstone or a headstone and footstone not exceeding 4 feet in height maximum	247.20	330.00	363.00
A vase not exceeding 24 inches in height	83.20	110.00	121.00
A tablet on any grave	83.20	110.00	121.00
The fees indicated for the various heads of this Part include the first inscription			
For each inscription after the first	67.00	90.00	99.00
Kerb stones or border stones are not allowed			
PART 5 - GARDEN OF REMEMBRANCE			
For the interment of ashes in a plot 3 feet by 3 feet	235.00	315.00	346.50
For the purchase of a rose tree (with maintenance for 5 years)	168.00 plus VAT	228.00 plus VAT	250.80 plus VAT
For a plaque with inscription	90.00 plus VAT	P.O.A	P.O.A
<u>BURIAL FEES FOR NON-RESIDENTS ARE DOUBLED</u>			
<u>NO CHARGE FOR UNDER 18's</u>			

TOLLESBURY PARISH COUNCIL ACCOUNTS ANALYSIS BUDGETS 2024/25
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	2023/2024 Budget	2024/2025 Budget
Recurring Expenditure		
Admin	11408.00	12237.00
Amenities	4350.00	5220.00
Cemetery	7385.00	7400.00
Pavilion	1875.00	2210.00
Rec Ground	11800.00	13585.00
Street Clean	5000.00	5000.00
Street Light	6700.00	5000.00
Wages	51137.34	57403.00
Woodrolfe Hard	790.00	935.00
Woodup Pool	4335.00	5360.00
S137 Expenditure	1500.00	1500.00
Other - Agency - Advertising	4120.00	4070.00
Total of Estimated Recurring Expenditure	110400.34	119920.00
Income		
Amenities - Allotments	1200.00	1333.00
Cemetery - Fees	5865.00	5155.00
Pavilion - Hire Charge	75.00	75.00
Rec Ground - Pitch Fees	2500.00	3000.00
Woodrolfe Hard - Fees	900.00	1700.00
Agency Service	2950.00	2950.00
Grants	0.00	0.00
Bank Interest	0.00	250.00
Total of Estimated Income	13490.00	14463.00
Recurring Expenditure Less Income	96910.34	105457.00
Non-Recurring Expenditure		
Amenities	1600.00	1500.00
Recreation Ground	5000.00	4000.00
Woodup Pool	3000.00	3000.00
Neighbourhood Plan	1000.00	2000.00
Woodrolfe Hard	0.00	0.00
Pavilion Project	0.00	1000.00
Unallocated Sum	0.00	1300.00
Total of Estimated Non-Recurring Expenditure	10600.00	12800.00
Net Precept Sum	107510.34	118257.00
Council Tax - 2023/2024 - Band D (Precept divided by Tax Base /1003.0)	107.19	
Council Tax - 2024/2025 - Band D (Precept divided by Tax Base /1031.0)		114.70
Precept 2023/24	107510.34	
Precept 2024/25	<u>118257.00</u>	
Difference	10746.66	
% Difference	9.996	
Council Tax - 2023/2024 - Band D	107.19	
Council Tax - 2024/2025 - Band D	<u>114.70</u>	
Difference	7.51	
% Difference	7.009	

TOLLESBURY PARISH COUNCIL
ACCOUNTS ANALYSIS
BUDGETS 2023/24

Payments		Cost Centre	2022/2023 Actual	2023/2024 Budget	Actual To Date as at 30/11/23	Forecast Expenditure 2023/24	2024/2025 Budget
Admin - 110	Audit Fees	4100	700.00	700.00	720.00	720.00	750.00
	Bank Charges	4110	99.00	100.00	50.00	100.00	100.00
	Insurance	4120	3758.00	3758.00	4087.00	4087.00	4087.00
	Misc	4130	509.00	500.00	233.00	233.00	300.00
	Office Allowance	4140	1500.00	1500.00	1000.00	1500.00	1600.00
	Photocopier	4150	591.00	950.00	479.00	694.60	700.00
	Postage	4160	11.00	40.00	9.00	29.00	40.00
	Stationery	4170	68.00	60.00	38.00	38.00	60.00
	Subscriptions	4180	2554.00	2100.00	1767.00	2363.22	2500.00
	Telephone	4190	552.00	600.00	368.00	572.00	600.00
	Training	4200	36.00	300.00	539.00	729.00	500.00
	Website Maintenance	4210	909.00	800.00	150.00	960.00	1000.00
	ADMIN TOTAL		11287.00	11408.00	9440.00	12025.82	12237.00
Amenities - 120	Allotments	4250	844.00	1000.00	553.00	583.00	750.00
	Allotment Maintenance	4420	124.00	200.00	0.00	360.00	1000.00
	Hasler Green	4260	360.00	450.00	210.00	290.00	400.00
	Misc	4130	1081.00	500.00	290.00	1460.00	750.00
	CPOs	4270	1285.00	1500.00	730.00	620.00	1650.00
	Woodrolfe Green	4280	600.00	700.00	370.00	0.00	670.00
	AMENITIES TOTAL		4294.00	4350.00	2153.00	3313.00	5220.00
Cemetery - 130	Contract	4310	6550.00	6700.00	3908.00	6699.65	6700.00
	Misc	4130	11.00	100.00	0.00	0.00	100.00
	Skip Fees	4320	0.00	0.00	0.00	0.00	0.00
	Water Rates	4330	110.00	150.00	145.00	145.00	150.00
	Rates	4340	346.00	435.00	349.00	435.00	450.00
	CEMETERY TOTAL		7017.00	7385.00	4402.00	7279.65	7400.00
Pavilion - 140	Cleaning Items	4400	69.00	60.00	26.00	46.00	60.00
	Electricity	4410	519.00	1200.00	948.00	1447.30	1500.00
	Maintenance	4420	281.00	355.00	181.00	181.00	300.00
	Water/Sewage	4330	257.00	260.00	145.00	303.14	350.00
	PAVILION TOTAL		1126.00	1875.00	1300.00	1977.44	2210.00
Projects - 150	Amenities	4500	4804.00	1600.00	410.00	2100.00	1500.00
	Recreation Ground	4530	2610.00	5000.00	1340.00	8473.42	4000.00
	Woodup Pool	4540	4850.00	3000.00	1424.00	3424.00	3000.00
	Neighbourhood Plan	4560	111.00	1000.00	2364.00	2364.00	2000.00
	Woodrolfe Hard	4590	298.00	0.00	0.00	0.00	0.00
	Pavilion Project	4600	0.00	0.00	0.00	0.00	1000.00
	Unallocated Sum	4610	412.00	0.00	495.00	695.00	1300.00
	PROJECTS TOTAL		13085.00	10600.00	6033.00	17056.42	12800.00
Rec Ground - 160	Contract	4310	8669.00	8700.00	4992.00	8431.60	9585.00
	Maintenance	4420	1962.00	2600.00	187.00	1160.00	3500.00
	Pitch	4710	665.00	500.00	78.00	78.00	500.00
	REC. GROUND TOTAL		11296.00	11800.00	5257.00	9669.60	13585.00

TOLLESBURY PARISH COUNCIL ACCOUNTS ANALYSIS BUDGETS 2023/24
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Payments			2022/2023 Actual	2023/2024 Budget	Actual To Date as at 30/11/23	Forecast Expenditure 2023/24	2024/2025 Budget
Street Clean - 170	Contract	4310	5000.00	5000.00	2917.00	5000.00	5000.00
STREET CLEAN TOTAL			5000.00	5000.00	2917.00	5000.00	5000.00
Street Light - 180	Electricity	4410	3743.00	6000.00	2236.00	3627.07	4000.00
	Maintenance	4420	680.00	700.00	453.00	829.40	1000.00
STREET LIGHT TOTAL			4423.00	6700.00	2689.00	4456.47	5000.00
Wages - 100							
WAGES TOTAL			48737.00	51137.34	31955.00	52684.76	57403.00
Woodrolfe Hard - 190	Misc	4130	261.00	350.00	237.00	237.00	350.00
	Rent	4730	440.00	440.00	430.00	582.63	585.00
WOODROLFE HARD TOTAL			701.00	790.00	667.00	819.63	935.00
Woodup - 200	Contract	4310	240.00	265.00	140.00	240.00	270.00
	Gen. Maintenance	4420	2389.00	1500.00	2785.00	2785.00	1500.00
	Litter Collection	4760	306.00	480.00	316.00	316.00	500.00
	CPOs	4270	0.00	440.00	61.00	61.00	440.00
	Water Testing	4770		400.00	0.00	400.00	400.00
	Toilets	4700	1055.00	1250.00	1913.00	1913.00	2250.00
WOODUP TOTAL			3990.00	4335.00	5215.00	5715.00	5360.00
S137 Expend - 210	Donations	4800	1163.00	1500.00	600.00	630.00	1500.00
S137 EXPEND TOTAL			1163.00	1500.00	600.00	630.00	1500.00
Other - 220	Agency Services	4850	3360.00	3640.00	2100.00	3450.00	3720.00
	Advertising	4860	217.00	480.00	85.00	285.00	350.00
OTHER TOTAL			3577.00	4120.00	2185.00	3735.00	4070.00
TOTAL			115696.00	121000.34	74813.00	124362.79	132720.00

Receipts			2022/2023 Actual	2023/2024 Budget	Actual To Date as at 30/11/23	Forecast Income 2023/24	2024/2025 Budget
Amenities - 120	Allotments	1100	1122.00	1200.00	1214.00	1214.00	1333.00
Cemetery - 130	Fees	1110	8290.00	5865.00	4840.00	4840.00	5155.00
Pavilion - 140	Hire Charge	1120	170.00	75.00	170.00	170.00	75.00
Rec. Ground - 160	Pitch Fees	1130	3566.00	2500.00	1675.00	2805.75	3000.00
Woodrolfe Hard - 190	Fees	1110	787.00	900.00	1493.00	1493.00	1700.00
Bank	Interest		1.00	0.00	580.00	580.00	250.00
Grants/Donations			1440.00	0.00	3866.00	3866.00	0.00
Agency Services			2950.00	2950.00	2950.00	2950.00	2950.00
TOTAL			18326.00	13490.00	16788.00	17918.75	14463.00
PRECEPT (Expenditure less Income)				107510.34			118257.00



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RECREATION GROUND
13/12/2023

Recreation Ground

At the Recreation Ground Committee meeting on 14th November 2023, the Committee discussed various works required at the Pavilion and Recreation Ground.

Quotations (attached) as follows:

The replacement of two windows in the Pavilion:

SeaberJewitt	£1,350 + VAT
Archer Windows	£1,485 + VAT



Brickwork – Replacement of some bricks and repairs at the end of the Pavilion building and Plastering - Internal plastering and repainting around the windows in the Pavilion:

Neil Foakes	£640
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Guttering on one side of the Pavilion:
Seamless Gutters R U £1,185 – no VAT
A1 Installations £850 + VAT



Additional extractor fans in the changing rooms:
Clover Electrical £794 + VAT

Repairs to two potholes in the car park:
Bonz £180 + VAT





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Repairs to two benches – replacement slats
Bonz £120 + VAT





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Play Equipment Replacement Project - Removal of Wooden Climber
Bonz £550 + VAT



The Committee would like to request the approval of the Full Council for expenditure as follows:

Windows - SeaberJewitt	£1,350 + VAT
Internal Plastering and Brickwork - Neil Foakes	£640
Guttering - A1 Installations	£850 + VAT
Extractor Fans - Clover Electrical	£794 + VAT
<u>TOTAL</u>	<u>£3,634</u>

Expenditure from the Recreation Ground EMR

Car Park Potholes - Bonz	£180 + VAT
Bench Repairs – Bonz	£120 + VAT
Removal of Wooden climber – Bonz	£550 + VAT
<u>TOTAL</u>	<u>£850 + VAT</u>

Expenditure from the Recreation Ground General Reserve Maintenance.

Clerk: Michelle Curtis

Address: Tollesbury PC, PO Box 13205, Maldon CM9 9FU

Telephone: 01621 869039. **Email:** tollesburyrpc@btinternet.com



TOLLESBURY
PARISH
COUNCIL

Our ref: TPC/797-23/MC
Date: 15^h December 2023

Mr R Holmes
Director of Service Delivery
Maldon District Council
Princes Road
Maldon
Essex CM9

Dear Mr Holmes,

I am writing this open letter on behalf of Tollesbury Parish Council to represent the concerns being expressed by many people in the village about the continuing uncertainties surrounding local planning.

QUESTION

As explained below, we would be most grateful if you could respond with an update on progress with the review of the Local Development Plan (LDP), and confirmation of the position in respect of Maldon's five-year housing land supply (5HLS).

BACKGROUND

Under the Localism Act 2011 communities are given direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area. People are aware that decisions on planning applications ought to be made using both a local plan and a neighbourhood plan.

Since the Secretary of State approved the Maldon local plan in 2017, the residents of Tollesbury have been preparing a draft neighbourhood plan.

NEIGHBOURHOOD PLANNING

The neighbourhood planning process has been frustrated by various factors, some local, some relating to issues involving the review of the LDP. In 2020, bearing in mind advice from MDC officers, the parish council paused work on the neighbourhood plan to await the outcome of the review of the LDP.

In 2023, the parish council initiated an update of the Housing Needs Survey and began to prepare to resume work on the neighbourhood plan.

Residents were concerned to learn from media reports last month that MDC has been found to be unable to demonstrate a 5HLS at appeal. The parish council has since received conflicting assurances so we would be grateful if you could confirm the true situation.



The uncertainty lends further encouragement to developers to take advantage of the National Planning Policy Framework's presumption in favour of development.

DEVELOPMENT PROPOSALS

Tollesbury is bounded on three sides by the sea, so in practical terms development is only feasible to the west. The limitations of the road network, public transport and other infrastructure govern the scope for development at scale.

Nevertheless, two surveys of local housing needs over the past six years, assisted by RCCE, have confirmed that residents are supportive of modest development.

However alarm is being caused by successive applications for larger-scale developments that would extend the village boundary and are likely to be unsustainable within existing limitations on infrastructure.

Gladman's proposals gave rise to a record number of letters of objection from residents. Similar levels of objection have been lodged against Obsidian which is awaiting planning consideration.

There is little doubt that the recent Welbeck proposals will be met with corresponding opposition from residents. Concerns have been expressed that the public response time for the application spans the Christmas and New Year break. It is likely that there will be requests for more time to respond.

LOCAL CONCERNS

Residents are proactive in their determination to resist excessive development that jeopardises the character of the village and the quality of life for residents.

To help fend off inappropriate development proposals, the community would like greater confidence in the LDP and the 5HLS so that the neighbourhood plan can be made. People are aware of the pressures on small planning team in MDC and there is no wish to exacerbate the situation faced by officers.

INTENTION

Supported by a working group of residents and with evidence from the two housing needs surveys, the Parish Council intends to publish in February 2024, for consultation within the community, a draft framework of the key elements that would be included in the neighbourhood plan, as and when one can be produced. Ideally, for example, the village would like to see a limited scale community led housing project in the mix.

The framework aims to increase local understanding of the issues and would form the basis of the formal neighbourhood plan once there is sufficient confidence in the 5HLS and the LDP.



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ACKNOWLEDGEMENT

Your early response to our question at the head of this letter will be an important consideration within the ongoing work in the village on the framework of our neighbourhood plan.

The village has enjoyed the engagement and support of both of its District Councillors and the cooperation of your staff through recent years. The concerns addressed in this open letter are about uncertainties surrounding the processes, not the quality of local representation.

Thank you.

A handwritten signature in black ink that reads "Simon Plater" followed by a horizontal line.

Simon Plater
Chairman – Tollesbury Parish Council