



Notice is hereby given that the Meeting of the Environment & Amenity Committee will be held on Tuesday, 16th April 2024, in The Pavilion, Tollesbury Recreation Ground, Elysian Gardens, following completion of the Full Council Meeting, to which members of the Council are summoned for the transaction of the under-mentioned business.

M. Curtis

Michelle Curtis – Clerk to the Council/RFO

9th April 2024

Councillors: S Plater (Chairman), M Bell, C Page, J Rogers

Non-Voting Member: E Bamford

Recording of Meetings

The meeting will be recorded to assist the Parish Clerk to compile the minutes. The recording will be deleted afterwards.

A G E N D A

1. Apologies for Absence

To receive apologies for absence.

2. Declarations of Interest

To disclose the existence and nature of any Disclosable Pecuniary Interests, Other Registrable Interests and Non-Registrable Interests relating to items of business on the agenda having regard to paragraph 9 and Appendix B of the Code of Conduct for Members. (Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting.)

3. Public Forum

Public participation - Residents wishing to raise a matter in the public forum should inform the Parish Clerk of the topic by noon the previous day.

4. Minutes

To confirm the minutes of the Meeting held on 23rd January 2024

5. Earmarked Reserves

To carry out a review of the Amenities Earmarked Reserves

6. Quarterly Inspections

To receive the Quarterly Inspection Reports dated 9th April 2024

7. Environment & Amenities

To consider matters relating to:

- 7.1 Allotments
- 7.2 Hasler Green
- 7.3 Woodrolfe Green
- 7.4 Cemetery
- 7.5 Highways/Footpaths
- 7.6 Street Lighting
- 7.7 Dogs/Litter Bins
- 7.8 Defibrillators
- 7.9 War Memorials
- 7.10 Bus Shelter

8. Other Matters

To discuss any other matters relating to the Environment and Amenities

9. Date of the Next Meeting

The date of the next Environment and Amenity Committee is to be confirmed.

If you would like an item on the agenda at any Parish Council or Committee Meeting, please submit your request in writing to the Parish Clerk at least a week before the meeting.

Clerk: Michelle Curtis

Address: PO Box 13205, Maldon, Essex CM9 9FU

Telephone: 01621 869039 **Email:** clerk@tollesburyparishcouncil.gov.uk

Agenda Item 5

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 - Trees Cemetery Budget 2023/24 - Various			1,000 600	1,000 600	
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 Budgeted 2023/24	2024	2,295	2,295 1,295	 -1,295	Work completed Further £1,000 budgeted in 2024/25
				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	Completed
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	Completed
Bench - Woodrolfe Green	Donation from resident 08/01/24			50	50	Completed
Bench - Woodrolfe Green	Donation from resident 06/02/24			100	100	Completed
Transfer In	Transfer from Community Support/Minor Projects EMR to Amenities EMR - Bench Woodrolfe Green			368	368	Completed
Bench - Woodrolfe Green	Purchased from Marmax Products			-423	-423	Completed
Bench - Woodrolfe Green	Installation - Bonz			-95	-95	Completed
TOTAL				8,587	227	

ROUTINE OPEN AREA INSPECTION REPORT
ALLOTMENTS, STATION ROAD

Date of Inspection: 09/04/2024

	Comments
PC Signs	No issues
Water Taps x2	No issues
Footpath	
Trees & Hedges Southern Boundary	No issues
Trees & Hedges Northern Boundary	No issues
Trees & Hedges Eastern Boundary	No issues
Water Butts	No issues
Entrance Gates x2	No issues
Other	Hoses left of several plots, a potential trip hazard

Inspection carried out by: [REDACTED] – Amenities Officer

Signed: [REDACTED]

TOLLESBURY PARISH COUNCIL
STATION ROAD ALLOTMENTS

GATE

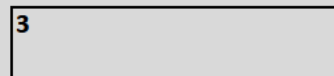
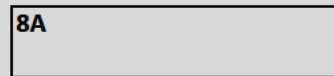
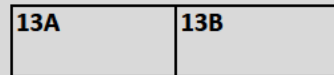
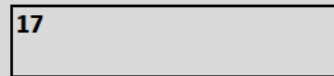
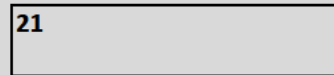
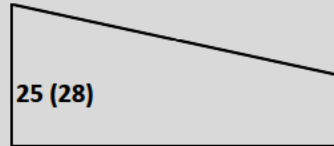
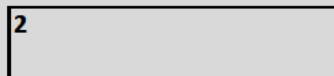
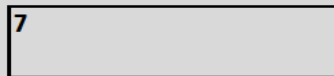
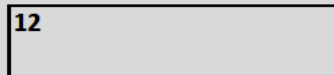
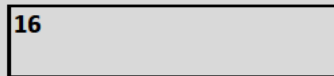
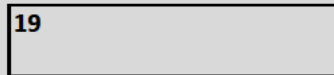
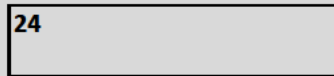
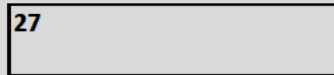
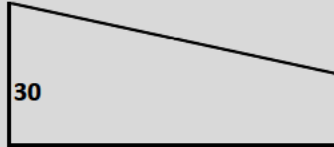
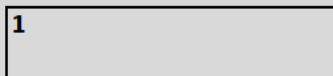
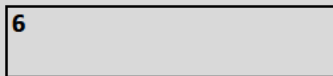
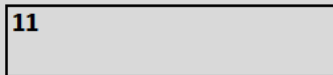
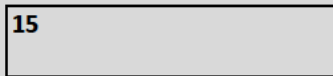
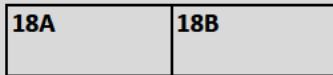
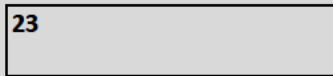
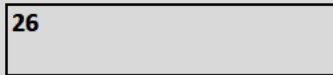
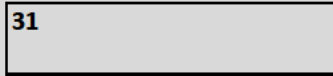
SOUTHERN BOUNDARY

WATER TAP
WATER BUTT

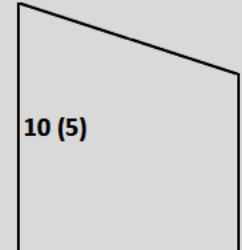
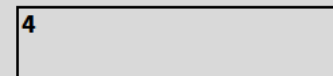
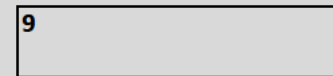
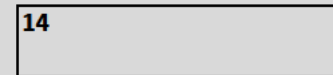
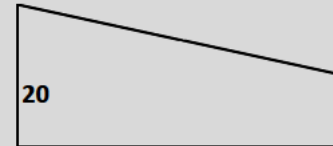
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GATE



WATER TAP



NORTHERN BOUNDARY

ROUTINE OPEN AREA INSPECTION REPORT
HASLER GREEN

Date of Inspection: 09/04/2024

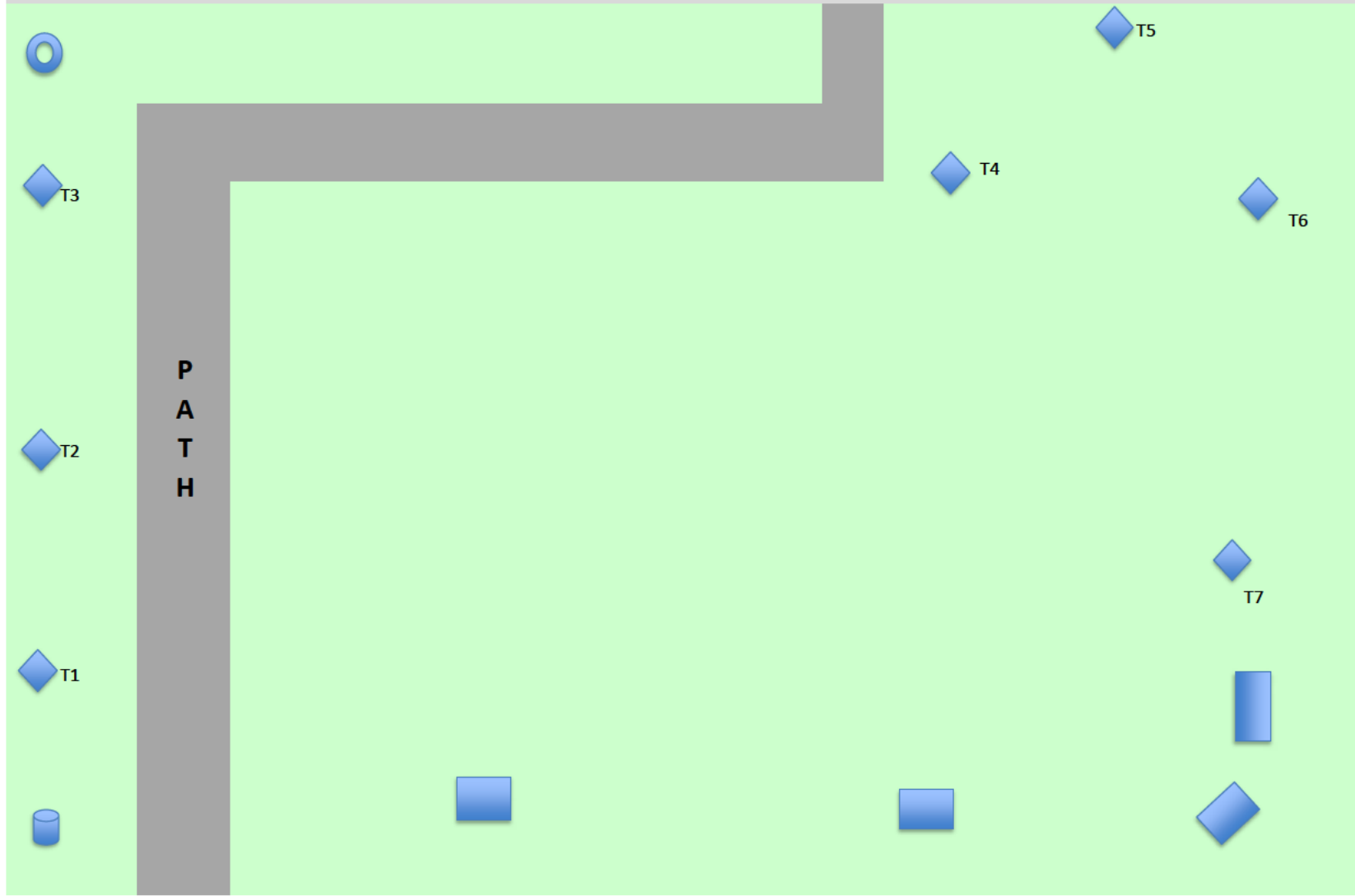
	Comments
Footpath	No issues
Litter Bin	No issues
Lamppost	Leaning to the right – previously reported
Trees	No issues




Inspection carried out by: [REDACTED] – Amenities Officer

Signed:

[REDACTED]

TOLLESBURY PARISH COUNCIL
HASLER GREEN



-  Lamp post
-  Drain
-  Tree
-  Litter Bin

ROUTINE OPEN AREA INSPECTION REPORT
WOODROLFE GREEN

Date of Inspection: 09/04/2024

	Comments
Bench	New bench installed since last inspection
Litter Bins	No issues
Dog Bin	No issues
Trees	No issues
Amenity Area (Parking)	Wooden bollards at entrance appear to have been hit and signs damaged – see attached pictures Potholes – see attached pictures

Inspection carried out by:  – Amenities Officer

Signed:

