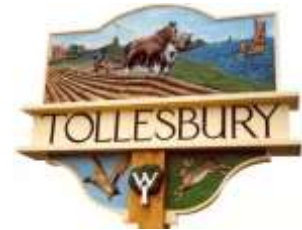


TOLLESBURY PARISH COUNCIL



www.essexinfo.net/tollesbury-parish-council

Notice is hereby given that the Meeting of **TOLLESBURY PARISH COUNCIL** will be held on Tuesday 3rd December 2019, in the Pavilion commencing at 7.30pm, to which members of the Council are summoned for the transaction of the under-mentioned business.

Michelle Curtis – Clerk to the Council

Councillors: S Plater, M Bell, V Chambers, R Cole, R Lankester, S Legg, T Lowther, H Nixon, S O'Donnell, A St Joseph

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THE PRESS AND PUBLIC ARE CORDIALLY INVITED TO ATTEND
Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted however the privacy of of (i) persons who object to the same and (ii) children and vulnerable adults must be respected by anonymising the identities of such.

AGENDA

1. **Apologies for Absence**
Members are reminded that the LGA1972, s.85 states that apologies for absence must be received prior to a meeting.
2. **Declaration of Interest**
To declare the existence and nature of any 'personal' or 'personal and prejudicial' interest relating to the items on the agenda having regard to paragraphs 8 to 12 (inclusive) of the Code of Conduct for Members.
3. **Public Forum**
Members of the Public will be given an opportunity to put forward their question(s) or statement to the Council. The Chairman will at his discretion then decide if he is able to answer the question(s) or proposes to put the item on the agenda for the next meeting.
4. **Website**
To receive presentation/proposal from Phelan Barker to provide the Parish Council website.
5. **District Councillors**
To receive information from the District Councillors.
6. **Minutes**
To confirm Minutes of the Meeting held on 5th November 2019.
7. **Finance**
 - 7.1 To receive the minutes of the Finance Committee Meeting held on 2nd December 2019.
 - 7.2 To set precept and agreed fees for 2020/21.
 - 7.3 To receive Monthly Financial Report.
 - 7.4 To approve Payments.

Clerk: Michelle Curtis, 4 Valkyrie Close, Tollesbury, Maldon, Essex CM9 8SL
Tel:01621 869039 email: tollesburypc@btinternet.com

8. **Accounting Package**

Updates required for RBS Accounting System in relation to Making Tax Digital.

9. **Planning**

Applications are circulated to all Councillors with the agenda, for study ahead of the meeting. Planning documents are also available for everyone to view on Maldon District Council's website and at MDC's offices.

- **Applications:** To consider Planning Applications received from Maldon District Council including the following:

Application No: LDP/MAL/19/01105 PP-08227936

Proposal: Claim for lawful development certificate for proposed single storey side and rear extension.

Location: 70 West Street Tollesbury Essex

Application No: FUL/MAL/19/00552

Proposal: Change of use to mixed use of marina and for the mooring of up to 8No. residential houseboats.

Location: Tollesbury Marina Woodrolfe Road Tollesbury Essex

Application No: FUL/MAL/19/01151

Proposal: Construction of an agricultural building

Location: Land Adjacent Marsh Bungalow Old Hall Lane Tollesbury Essex

Application No: HOUSE/MAL/19/01175

Proposal: Single storey rear extension. First floor extension

Location: 22 Church Street Tollesbury Essex

Application No: HOUSE/MAL/19/01176

Proposal: Rear porch

Location: Yew Trees 85 Mell Road Tollesbury Essex

- **Appeals:** To receive notifications of Planning Appeals.
- **Planning Decisions:** To note decisions made by Maldon District Council.
- **Planning Appeals:** To note appeal decisions made by the Planning Inspectorate.
- **Tree Preservation Orders:** To note Tree Preservation Orders.

10. **Committees**

10.1 **Recreation Ground Committee**

10.1.1 To receive Minutes of the Recreation Ground Committee Meeting held on 5th November 2019.

10.1.2 To receive Monthly Inspection Report.

10.1.3 To consider quotations for a tree survey.

10.2 **Environment & Amenity Committee**

10.2.1 To receive Minutes of the Environment & Amenity Committee Meeting held on 19th November 2019.

10.2.2 To agree works specification for the Cemetery Contract.

10.2.3 To consider request to provide more benches in the Cemetery.

10.3 **Woodrolfe Hard and Marine Assets**

10.3.1 To receive update from Woodrolfe Hard and Marine Assets Committee.

10.3.2 Essex Coastal Forum, Thames Estuary Partnership annual Forum reports – Cllr Lankester

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10.4 Woodup Pool

10.4.1 To receive update from the Woodup Pool Committee.

10.4.2 To receive Safety Check Reports.

10.5 Neighbourhood Plan

10.5.1 To receive update on the Neighbourhood Plan

11. Highways

11.1 To receive Highways Highlights - October 2019.

12. Website

To consider quotations for the Parish Council website.

13. Police/Community Protection Officers

13.1 To discuss policing matters within the village to feed back to Essex Police.

13.2 To receive CPO Report for October 2019.

14. 'The Hangout' – Youth Group

To receive policies for the running of 'The Hangout' Youth Group.

15. Administration

To receive information from the Clerk – update on current and ongoing matters.

16. Community Concerns

To receive information only or note future agenda items.

17. Date of the next Meeting

Tuesday 17th December 2019 – Planning Meeting (If Required) (7.30pm)

Tuesday 14th January 2020 - Full Council Meeting (7.30pm)

Further agenda items for consideration at the next Full Council Meeting to be sent to the Clerk by Monday, 6th January 2020, at the latest.