

Present: Cllrs Bell, Chambers, Crees, Goody, Nixon, O'Donnell, Symes

In the Chair: Cllr Plater

Clerk: Michelle Curtis

Also Present: District Councillor St Joseph
One member of the public

1. Election of Chairman

Cllr Bell nominated Cllr Plater of Tollesbury Parish Council for the ensuing municipal year. Cllr O'Donnell seconded this nomination. The nomination was agreed unanimously. Cllr Plater was **declared** to be Chairman for Tollesbury Parish Council for the ensuing municipal year. The Chairman and the Proper Officer duly signed the Declaration of Acceptance of Office.

2. Election of Vice-Chairman

Cllr Crees nominated Cllr Bell of Tollesbury Parish Council for the ensuing municipal year. Cllr Goody seconded this nomination. The nomination was agreed unanimously. Cllr Bell was **declared** to be Vice-Chairman for Tollesbury Parish Council for the ensuing municipal year.

3. Apologies for Absence

There were apologies for absence from District Councillors Bamford and Thompson.

4. Declarations of Interest

There were no declarations of interest declared.

5. Public Forum

A resident advised that following the Annual Assembly, he had written to the Chairman of the Fairways Committee as suggested. To date, he had not had a response. The resident had also contacted Peter Riches, Crowne Estate, who had sent him a briefing note for the Fairways Committee regarding stakeholder engagement.

The resident advised that it is compulsory that there is an elected representative on the Committee. He would also like clarity on the terms of reference constitution and accountability.

The Chairman advised that Cllr Nixon is the representative for the Parish Council. The Chairman suggested that the resident contact Peter Riches or the Fairways Committee should he require further information.

Cllr Nixon advised the Chairman of the Fairways Committee was on holiday and that is why there would have been no response.

6. District Councillors

Cllr St Joseph reported:

- The Plan for Bradwell B is moving along. No detailed project plan is available yet. Cllr St Joseph is flagging the following issues up:
 - Cooling towers
 - Waterborne transport element
 - Community Investment

The Chairman reported within the Maldon District Council (MDC) Local Development Plan, policy is to be committed to development at Bradwell.

7. Minutes of the Meetings held on 17th April 2018

Resolved: that the minutes of the Parish Council meeting held on 17th April 2018 be approved as a true account of the proceedings of the meeting and were signed by the Chairman.

8. Committees and Representatives

Councillors agreed the members of Committees as follows:

Cemetery Committee: Cllrs O'Donnell, Plater and Symes

Environment and Amenity Committee: Cllrs Crees, Goody, Nixon and O'Donnell

Finance Committee: Cllrs Bell, O'Donnell and Plater

Recreation Ground Committee: Cllrs Chambers, Goody, Nixon and Symes

Woodup Pool Committee: Cllrs Bell, Chambers and O'Donnell

Neighbourhood Plan Committee: Cllrs Crees, O'Donnell, Plater

Non-Councillors: D Hillyer, S Lewington, R Lankester, G Norton, S Palmer, S Smith and A St Joseph.

Woodrolfe Hard and Marine Assets Committee: Cllrs Bell, Crees, Nixon and Plater

Non-Councillors: A Eastham, R Lankester and B Parmenter

Councillors agreed the Representatives as follows:

Fairways Committee – Cllr Nixon

Tollesbury Wick Management – Cllr Nixon

Community Policing – Cllr Bell

9. Register of Interests

Councillors were reminded that they should ensure their Register of Interests were up to date.

Action: Councillors to contact the Clerk should there be any amendments required.

10. Social Media and Email Policy

Members signed to confirm that they had read and understood the Email and Social Media Policy V1.0

11. Bank Signatories

A review of the bank signatories was carried out.

Resolved: Bank signatories would be as follows:

Co-operative Account

Simon Plater

Gerald Goody

Mike Bell

Michelle Curtis

Remove: Stevan Slodzik

Add: Jonathan Symes

Unity Trust Account

Simon Plater (Authoriser)

Mike Bell (Authoriser)

Michelle Curtis (Submit Payments)

Add: Vikki Chambers (Authoriser)

12. General Data Protection Regulations

The Clerk advised that she had received the following notification from the EALC:

The Government has tabled an amendment to its own Data Protection Bill to exempt all parish and town councils and parish meetings in England and community and town councils in Wales from the requirement to appoint a Data Protection Officer (DPO) under the General Data Protection Regulation.

All other measure will still apply.

The Clerk reported she had received communication from MDC and had attended a workshop that day. It was advised that until the amendment is accepted, and the Bill is passed, Parish Councils still have to ensure that they are processing and retention compliant with the requirement of the GDPR. If the Bill is passed, Parish Council will have the option whether they wish to appoint a DPO.

MDC are continuing to offer the MDC DPO as previously advised whether this does or does not become law.

It was agreed to defer this item to the next meeting when further information may be available.

13. Finance

Monthly Financial Report

The Financial Reports were presented to the Council.

Councillors received the following monthly financial reports:

Bank Reconciliation – Closing balance of £103,152.45 as at 30th April 2018.

Expenditure to date – Budget £112,573 – Actual to date £4,781

Income to date (including precept £41,734) – Budget £91,729 – Actual to date £42,770

Earmarked Funds – Closing Balance £39,794.24 – Net movement £17,630

The Clerk reported the following:

- The first instalment of £41,734.49 had been received from Maldon District Council for the precept.
- Payment had been received from the HMRC for £1,051.57 for the VAT recovered for the last quarter (January – March).

Resolved: to approve the finance report. The Chairman signed the reports.

14. Recreation Ground

a) Monthly Inspection Report

Deferred to next meeting.

b) Quotations to spray off boundary

The Clerk had obtained two quotations to spray off the boundaries of the Recreation Ground. Due to the time of year, it was too late in the season for the weed to be sprayed off and this would need to be considered next year.

A letter had been received from a resident regarding the scorched rings at the base of many of the larger trees which they assumed was from the use of weed killer. The resident suggested planting some woodland flower seeds at the base of the trees which would be both picturesque and useful to other creatures.

It was agreed the suggestion from the resident would be considered the following year.

c) Funding Application Zip-Wire

The Clerk had provided three quotations for a replacement zip-wire and suitable safety surfacing.

Resolved: the preferred supplier was Caloo. The total cost for the supply and installation for a zip-wire and bonded rubber mulch surfacing was £11,794.47.

Resolved: to submit application to Awards for All National Lottery fund for £10,000 for a replacement zip-wire and safety surfacing.

15. Committee

Woodup Pool

a) Notes of Meeting

Cllr Bell presented the notes from the meeting held on 17th April 2018.

Cllr Bell reported the following:

- He intends to arrange a Committee meeting in July.
- The new bench/picnic tables have been delivered and installed.
- A working party is being held on 12th May 2018 at 9.00am. Any help from Councillors would be appreciated.
- He had spoken to FACT regarding carrying out the safety inspections. FACT is happy to do the inspections on a temporary basis and it may be necessary for the Parish Council to pay someone to carry out the inspections on a permanent basis similar to the Recreation Ground.

b) Quotations

Resolved: to accept the quotation from Gamart Engineering for 2 new legs for the sign board for £45.00 + VAT.

Resolved: to accept the quotation from Gamart Engineering for 2 BBQ trays - £57.00 + VAT.

Resolved: to accept the quotation from K M Hobden to install sign board and remove and refix the BBQ Grills and trays £65.00

Resolved: to accept the quotation for a replacement BBQ grill for approx. £50.00.

16. Police

The police reports were received. It was noted there were 3 incidents for Tollesbury:

- 16/04/18 - Theft of VW Campervan – East Street
- 17/04/18 – Theft of a station pressure washer – Woodrolfe Road
- 25/04/18 – Theft of an off-road bike – Woodrolfe Park

Action: Clerk to write to Essex Police expressing the concern of the Parish Council.

Action: Clerk to investigate CCTV options.

Cllr Bell advised that a meeting had been arranged with the Community Protection Officers (CPOs) on 16th May and the concerns of the Parish Council would be raised.

A letter was also received from a resident regarding lots of rubbish dumped and anti-social behaviour along the shore along the seawall though the gate at the marina.

Action: Clerk to forward comments to the Fairways Committee for their attention.

11. Planning

Applications:

- HOUSE/MAL/18/00236 PP-06757485 (Revised Plans)
Single storey rear extension and roof extension to first floor
25 Mell Road – Mr D McMillan

Resolved: to recommend refusal on the following:

- Due to the levels not shown on the drawings (the land drops away considerably), this will alter the impact of the extension and change the bulk, size and mass.
- Visual effect on properties in Crescent Road (to the rear of Mell Road)

- LDP/MAL/18/00404
Claim for Lawful Development Certificate for Proposed Single Storey Rear Extension
39 New Road – Mr & Mrs P Atkins
Resolved: to recommend approval of this application.
- LDP/MAL/18/00390 PP-06688307
Claim for lawful development certificate for proposed development to replace an
existing dropboard sluice with a new Tilting Weir with Eel pass.
RSPB, Old Hall Marshes, Old Hall Lane
Resolved: to recommend refusal on the following:
 - Due to the lack of information - Impact Assessment, Hydrological Statement.

Appeals – None received

Planning decisions from Maldon District Council:

- COUPA/MAL/18/00266, Woodrope Building, Woodrolfe Road - Refused

Appeal decisions made by the Planning Inspectorate – None received.

18. Correspondence

Paul Dodson, Maldon District Council – Removal of Hard Copies of Planning Applications

The reply was received. Maldon District Council advised they would not be providing financial support to Town and Parish Councils for the provision of equipment.

19. Administration

Councillor Vacancy – The Clerk advised she had one response from the advertisement for the vacancy.

Resolved: to co-opt Mr Lankester to the Parish Council in June.

Recreation Ground

A request had been received from Home-Start Essex requesting use of the Recreation Ground on 6th August 2018 to hold an event. The one-off event is in partnership with Essex Wildlife Trust in outside spaces to promote children's health and being, reduce isolation and raise self-esteem. The event is being funded by Children in Need.

Members were happy to grant permission for the Recreation Ground to be used. Clerk to obtain a copy of the risk assessment.

The Clerk advised at the last meeting the Parish Council resolved to accept a quotation from K M Hobden to paint the back wall and doors of the store shed for £262.00. The Clerk reported she had obtained a quotation to paint all the store shed for £477.

Resolved: to accept the revised quotation from K M Hobden to paint all the store shed.

20. Community Concerns – Information Exchange/Next Agenda Items

Cllr Symes reported:

- He had received a number of complaints regarding dog fouling outside the school.
Action: Cllr Bell and Clerk to bring to the attention of the CPOs when they meet on 16th May 2018.

Cllr Nixon asked:

- For an update on the proposed works to Woodrolfe Green Amenity area.
It was suggested that the posts from the zip-wire could be used for bollards along the roadside of the amenity area.
Action: Clerk to obtain a quotation from Bonz to dismantle the zip wire and to cut the posts to 1500mm high sections.

Cllr Crees reported:

- He had been contacted by the Mr Green, Frost and Drake, to ask if the Parish Council could post a sign via Social Media, nearer the start of the season, to advise visitors to the pool that they should not park on/across the access to Frost and Drake.
Action: Clerk to publish information on the Parish Council website and Facebook pages.
- The potholes near the harbour wall are still outstanding for repair.
Action: Clerk to chase up with Highways.

21. Date of the next Meeting

Thursday 10th May 2018 – Woodrolfe Hard and Marine Assets Committee 7.30pm

Tuesday 15th May 2018 – Full Council Meeting – 7.30pm

Tuesday 15th May 2018 – Environment & Amenity Committee – Following main meeting

The Chairman closed the meeting at 9.43pm.

Signed.....

Date