

Present: Cllrs Bell, Cole, Lankester, Legg, Lowther, Nixon, St Joseph

In the Chair: Cllr Plater

Clerk: Michelle Curtis

Also Present: 6 Members of the Public

1. Apologies for Absence

There were apologies for absence from Cllrs Chambers and O'Donnell.

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

2. Declarations of Interest

Cllr Lankester disclosed interests as follows:

- Personal interest in respect of Agenda item 8.1.3 – Tree Survey, as he has a personal relationship with the owner of Landscape of Change, who has submitted a quotation for the work.

Cllr Bell disclosed interests as follows:

- Personal and prejudicial interest in Agenda item 7, Planning Application OUT/MAL/19/00837, as his property backs onto the proposed development. Although the Parish Council has made their decision to refuse the Application at the previous Meeting, Cllr Bell declared the interest and should there be a vote, would leave the Meeting.

Cllr Nixon disclosed interests as follows:

- Personal interest in respect of Agenda item 8.1.3 – Tree Survey, as he has a personal relationship with the owner of Landscape of Change, who has submitted a quotation for the work.
- Personal and prejudicial interest in respect of Agenda item 8.5.1 – Neighbourhood Plan, as he had made a submission in the 'Call for Sites'.

3. Public Forum

A resident asked whether the Neighbourhood Plan would be put to the Village before being adopted.

The Chairman advised as part of the Neighbourhood Plan process, the Village will be consulted.

A resident asked the following in relations to Tree Preservation Orders (TPOs):

- 1) Do all trees inside the Conservation Area have TPOs on them?
- 2) Do all trees inside the village envelope have TPOs?
- 3) Is there a register for TPOs?

The Chairman advised Maldon District Council are the authority that issues TPOs and they would hold a register of all trees issued with a TPO in Tollesbury. With regards to trees inside the village envelope, only some trees may have TPOs. The Chairman was unsure whether all trees in the Conservation Area had TPOs on them and suggested that the resident contact Maldon District Council to confirm.

4. District Councillors

The Clerk reported the following on behalf of Cllr Bamford:

- The Planning Application in Heybridge for over 1,000 houses has been approved so Maldon District Council can most definitely confirm a five-year house supply.

5. Minutes of the Meetings held on 3rd September 2019

Resolved: that the Minutes of the Parish Council Meeting held on 3rd September 2019 be approved as a true record of the Meeting. Proposed Cllr Nixon, seconded Cllr Lowther. Unanimously agreed.

The Minutes were signed by the Chairman

6. Finance

6.1 To receive Monthly Financial Report

The Financial Reports were presented to the Council.

Councillors received the following monthly financial reports:

Bank Reconciliation – Closing balance of £134,740.49 as at 30th September 2019.

Expenditure to date – Budget £91,701 – Actual to date £41,351

Income to date – Budget £91,701 (including Precept £82,681) – Actual to date £90,875

Earmarked Funds – Closing Balance £54,486.72 – Net movement £16,427.91

The Clerk reported the following:

- Payment received from Maldon District Council for £41,340.44 for the second instalment of the Precept.

The Chairman signed the Report.

6.2 To approve Payments Payments

The items for payment totalling £11,757.97 were presented for approval (Appendix A).

Resolved: to approve payments and make online payments.

Resolved: due to timing issues with the invoice being issued, timescale to pay and dates of Parish Council Meetings, it was agreed to pay all future invoices from E.on by direct debit.

Resolved: to pay the following invoices for Planning Direct:

Inv No: 2058 - £1,188.00

Inv No. 2007 - £1,700.46

Clerk to include on November payment schedule.

6.3 Annual Return from External Auditor

The Clerk advised the Annual Return had been received from the Audit Commission. The External Auditor reported the following:

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the Council: None

The Parish Council thanked the Parish Clerk for all her hard work.

7. Planning Application and Decisions

Applications:

- There were no planning applications.

Appeals:

- There were no planning appeals.

Planning decisions made by Maldon District Council:

- TCA/MAL/19/00831 – 9 North Road – **Approved**
- WTPO/MAL/19/00760 – The Limes, 48 Wycke Lane - **Approved**

Planning decisions made by the Planning Inspectorate:

- There were no planning decisions made by the Planning Inspectorate.

Tree Preservation Orders:

- 4 Mell Road – effective from 12th August 2019

Response to Maldon District Council on the following Planning Application which had been refused at the Parish Council Meeting on 3rd September 2019.

- **Application No:** OUT/MAL/19/00837
Proposal: Outline planning application with some matters reserved (Access only) for a residential development of up to 90 dwellings with public open space, landscaping, sustainable drainage systems and vehicular access point from Mell Road (following the demolition of no. 6 Mell Road). All matters reserved except for means of access.
Location: Land Rear of 6 to 108 Mell Road, Tollesbury

Councillors noted that there 809 letters objecting to the application registered on the Maldon District Council website as of today. Maldon District Council has confirmed there are several letters still to be input to the system.

Resolved: to proceed with the reports prepared by Planning Direct and Intermodal Transportation to object to the Application.

Action: The report from Planning Direct required tweaking and Councillors are to forward any comments to the Clerk by Thursday 3rd October 2019.

Action: Chair of Tollesbury School Governors to prepare report in relation to school admissions which will also be forwarded to Maldon District Council.

8. Committees

8.1 Recreation Ground Committee

8.1.1 Minutes of the Recreation Ground Committee Meeting

Cllr Nixon, Chairman of the Recreation Ground Committee, presented the Minutes of the Recreation Ground Committee Meeting on 17th September 2019.

Cllr Nixon reported that he had trimmed down the goal socket which was protruding out of the ground and made some covers for the 9-a-side sockets. The remaining unused sockets will be removed.

8.1.2 Play Equipment Upgrade Project

Resolved: to accept the proposal from the Recreation Ground Committee to expand the Play Equipment Upgrade Project to extend the zip-wire from 25m to 30m and additional surfacing, new spring surfboard and surfacing - £16,793.07 +

VAT and wetpour surfacing around the roundabout - £3,035.56 + VAT = Total £19,818.63. Unanimously agreed.

8.1.3 Tree Survey

The quotation from Landscapes of Change for £1,150 to carry out a Tree Risk Survey was received.

Action: Clerk to obtain a further quotation for comparison.

8.1.4 Monthly Inspection Report

The Monthly Inspection Report dated 30/09/19 was received. There were no issues to report.

8.2 Environment & Amenity Committee

8.2.1 Update from Environment & Amenity Committee

Cllr Nixon, Vice-Chairman of the Environment & Amenity Committee, gave an overview of the Committee Meeting that was held earlier that evening.

A copy of the Minutes will be presented to the Parish Council at the next Full Council Meeting.

8.3 Woodrolfe Hard and Marine Assets Committee

8.3.1 Update from Woodrolfe Hard and Marine Assets Committee

The Clerk reported that Haf Morris from Magnox had advised in relation to the Tollesbury Project, she is having difficulty in getting a definitive answer from the NDA's Legal and Commercial Team regarding leasing and use of NDA funds. Haf will contact the Parish Council once she has an answer.

The Clerk reported a Committee Meeting was scheduled for 10th October 2019. Cllr Bell advised he was unable to attend the Meeting and requested that the Committee review the parking for the season and consider any funds they may wish to set aside for 2020/21.

8.4 Woodup Pool

8.4.1 Update from the Woodup Pool Committee

Cllr Nixon reported that the high tide had topped the seawall, filling the pool. He had let some water out the previous evening.

8.4.2 Safety Check Reports

The Safety Checks were received and noted. There were no issues to report

8.5 Neighbourhood Plan

8.5.1 The Chairman presented the Pre Regulation 14 Consultation Draft of the Neighbourhood Plan. The Chairman advised the Call for Sites had been completed.

In accordance with the declaration disclosed, Cllr Nixon left the meeting.

The Consultant had carried out an analysis on the Sites that had been submitted and had prepared a document grading each site for potential development and had put together a list of sites in sequential preference (excluding employment sites).

The Chairman advised of the sites submitted, one site had been put forward for employment land.

Resolved: to accept the proposed list of sites in sequential preference. Unanimously agreed.

The Chairman advised the Draft Neighbourhood Plan would come before the Neighbourhood Plan Committee at the Meeting schedule for 16th October 2019.

It was noted there were some minor errors within the report.

Action: Councillors to forward any comments to the Parish Clerk by Friday 4th October.

The Chairman explained the next stages would be as follows:

- 1) Draft Neighbourhood Plan to come before the Neighbourhood Plan Committee for approval.
- 2) Once approved, the Plan will be sent to Leonie Alpin, Maldon District Council for review. A Meeting will also be arranged with Leonie to discuss the Plan.
- 3) Final amendments by Planning Consultant.
- 4) Final approval by the Neighbourhood Plan Committee and finally by the Parish Council.
- 5) Then Regulation 14 Consultation

Cllr Nixon returned to the Meeting.

9. Highways

9.1 Highways Highlights

The Highways Highlights for August was received and noted.

9.2 Traffic Survey – West Street

The Clerk reported that Essex County Council (ECC) had advised that the speed survey information has highlighted that it does not meet their intervention level for traffic calming along the route. The intervention level is mean average must be 5mph above the posted speed limit. ECC suggested that the Parish Council consider having TruCam.

The Clerk explained that she had replied to ECC and advised them that Essex Police had suggested repeaters were installed and Jon Simmons, Ex-Highways-ECC, had advised that before this could be done, a speed survey would need to be carried out.

ECC has agreed to investigate this and report back to the Parish Council.

10. Pavilion – Electricity

The Clerk reported that the Brokers the Parish Council had used previously to find the best price for the electricity supply to the Pavilion had emailed prices for new contracts. The current contract expires in February 2020.

Action: to delay entering into a new contract for the electricity supply until nearer the expiration of the existing contract.

11. Police/Community Protection Officers (CPOs)

11.1 Police

Cllr Bell reported that it had been brought to his attention that there were children cycling/wheelies down Church Street going very fast with no lights on their bikes. There have been reports of near misses. Similar incidences have also been reported via Facebook. The Clerk had reported this to the PSCO.

Cllr Bell suggested that the Clerk and himself complete the Police Survey 'Make a Difference' and circulate to Members before submitted. Councillors were happy with the suggestion from Cllr Bell.

The Clerk reported that PCSO Fleming had now moved to the Chelmsford Town Team. PCSO Whitchurch is now covering Tollesbury.

The Clerk reported Cllrs Bell, Legg, Nixon and herself had attended the 'Coffee with the Cops' Event on 10th September 2019. At the Meeting, it was suggested a 'Coffee with the Cops' Event was held one evening to encourage more residents to attend. The proposed date was Wednesday 23rd October 2019.

Action: To postpone the event to give the Parish Council more time to advertise.

Action: Clerk to reschedule event.

Cllr Legg reported that the Police would be attending the Youth Club within the next couple of weeks to speak to the children.

Cllr Lankester advised that there had been no contact regarding the Marine Watch and Cllr Bell would raise it at the next Neighbourhood Watch Meeting.

11.2 To receive Community Protection Officers (CPOs) Report

The reports for July and August were received and noted.

Over the 2 months, 35 Penalty Charge Notices (PCNs) had been issued and there were 2 Vehicle Move Ons (VMOs).

It was evident that the CPOS were engaging with residents.

12. Correspondence

12.1 Essex Wildlife Trust

The letter regarding the Shoreline Management Plan – Tollesbury – Old Hall and Tollesbury Wick Marsh was received and noted.

13. Administration

Website – It is hoped the EALC will be making an announcement within the next week for alternative website providers following the closure of essexinfo.

14. Community Concerns – Information Exchange/Next Agenda Items

Cllr Lankester reported:

- That it had been brought to his attention that residents are parking on the pavement blocking the footway.

Action: Residents to be advised to take photographs and report to Essex Police.

Cllr Nixon reported:

- The Environment & Amenity Committee were short on Members.

Cllr Legg agreed to join the Committee.

15. Date of the next Meeting

Thursday 10th October 2019 – Woodrolfe Hard and Marine Assets Committee (7.30pm)

Tuesday 15th October 2019 – Woodup Pool Committee (6.30pm)

Tuesday 15th October 2019 – Planning Meeting (If Required) (7.30pm)

Tuesday 5th November 2019 – Recreation Ground Committee (6.30pm)

Tuesday 5th November 2019 - Full Council Meeting (7.30pm)

Tuesday 19th November 2019 – Environment and Amenity Committee (6.30pm)

The Chairman closed the Meeting at 9.28pm.

Signed.....

Date