

Present: Cllrs Chambers, Goody, Lankester, Lowther, Nixon, Slodzik

In the Chair: Cllr Bell – Vice-Chairman

Clerk: Michelle Curtis

Also Present: District Councillor St Joseph
Two members of the public

1. Apologies for Absence

There were apologies of absence from Cllr Crees, Plater (Chairman) and O'Donnell.

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

The Clerk reported that Cllr Symes had resigned from the Parish Council. The Parish Council expressed thanks to Jonathan for his service to the Parish.

2. Declarations of Interest

Cllr Chambers declared an interest as follows:

- Personal interest in agenda item 8, planning application HOUSE/MAL/18/01110, as her children's grandparents live next door.

3. Public Forum

A resident asked the following in relation to the Neighbourhood Plan:

- 1) Why have so many meetings been cancelled – what are the reasons for this?
- 2) The Terms of Reference for the Neighbourhood Planning Committee, which was approved by the Parish Council, state that the "Steering Group will provide a report at each parish Council Meeting". The published Agendas for the Parish Council since January do not include receiving any Neighbourhood Planning Committee Report. I am therefore concerned that there is no oversight by the Parish Council or accountability to the PC by the Neighbourhood Planning Committee.
- 3) I would like confirmation from the Parish Council that the development of a Neighbourhood Plan is still thought to be critical to the future of the village and that every effort will be made to produce a final draft within the next 6 months based on the evidence already obtained and, on the Policies, agreed at previous meetings?

The Vice-Chairman responded as follows:

- 1) The meeting in September was cancelled due to key people on the Committee being unable to attend.
The Clerk advised the meeting arranged for 31st October had been rescheduled to 7th November 2018 due to the launch of the Tollesbury Youth Project which was being held on the same evening.
- 2) The resident was correct that there had not been regular reports back to the Parish Council regarding the progress of the Neighbourhood Plan as per the Terms of Reference.
Action: Clerk to include on the agenda for the next meeting.
- 3) Due to limited skills of the NP Committee, it is now necessary to consult with a professional and the Chairman will be arranging this.
Cllr Slodzik added that the NP is still important for the village but due to Maldon District Council now having a Local Development Plan in place, it has become less critical, however it is still important to have a Neighbourhood Plan in place.

4. District Councillors

Cllr St Joseph reported the following:

- A12 project – There are delayed on the project due to the proposed changes at Great Tey.
- Bradwell B – the groundworks are now complete, and they are now moving onto the marine assessments.

5. Minutes of the Meetings held on 18th September 2018

Resolved: that the minutes of the Parish Council meeting held on 18th September 2018 be approved as a true record of the meeting. Unanimously agreed.

The minutes were signed by the Vice-Chairman.

6. Finance

Monthly Financial Report

The Financial Reports were presented to the Council.

Councillors received the following monthly financial reports:

Bank Reconciliation – Closing balance of £115,445.67 as at 30th September 2018.

Expenditure to date – Budget £112,573 – Actual £41,147

Income to date (including precept £41,734) – Budget £91,729 – Actual £92,320

Earmarked Funds – Closing Balance £35,436.64 – Net movement £13,272.40

The Clerk reported the following:

- The £150 donation for the Wi-Fi had been allocated to the Unallocated EMR.

Resolved: to approve the finance reports. Unanimously agreed. The Vice-Chairman signed the reports.

7. Tollesbury Youth Project

It was agreed to receive the update on the project before discussing the Wi-Fi.

b) Update from Cllr Chambers

Cllr Chambers reported she had met with Essex Youth Services and was pleased to report there was funding available for the project. Cllr Chambers had also been in discussion with the Youth Club and they are looking to work together.

The Essex Youth Services have requested that a member of the Parish Council sits-on one of their Committees. It was agreed Cllr Lankester would attend as the Parish Council Representative.

Action: Cllr Chambers to provide Councillors with a copy of the rules for the use of the Pavilion.

a) Wi-Fi

Cllr Chambers confirmed the Wi-Fi would be required for the launch of the 'Pop-Up Café' on 31st October 2018.

Resolved: to enter into an 18-month contract with County Broadband for the supply of Wi-Fi to the Pavilion. The set-up costs would be £99 installation and £49 for a router. The monthly cost would be £21 per month for 80gb. The set-up costs would be paid for from the donation received.

Cllr Chambers advised there is an Internet Policy for the users of the Wi-Fi and the Wi-Fi will be switched off after every session.

Action: Cllr Chambers to provide Councillors with a copy of the Internet Policy.

8. Planning Application and Decisions

Applications:

- HOUSE/MAL/18/01110
Proposed first floor side extension, replacement of existing conservatory with single storey extension, loft conversion, internal alternations, replacement of existing garage with new flat roof garage.
10 North Road, Tollesbury
Resolved: to recommend approval of the application. Unanimously agreed.
- TCA/MAL/18/01122
T1 Plum – To be reduced by 1.5m all around or to nearest target point.
14 Station Road, Tollesbury
Resolved: to recommend approval of the application. Unanimously agreed.
- LDE/MAL/18/00986
Claim for lawful development certificate for the existing use of annexe as a single dwelling unit separate from the main house
Annexe Jubilee Cottage, 21A North Road, Tollesbury
Resolved: to recommend approval of the application but would suggest designated parking areas for the properties as per current regulations. Unanimously agreed.
- COUPA/MAL/18/01127
Prior approval of proposed change of use of agricultural building to a dwellinghouse (Class C3)
Barn, Carringtons Farm, North Road, Tollesbury
Resolved: to recommend approval of the application. Unanimously agreed.

Appeals:

- None received

Planning decisions made by Maldon District Council:

- HOUSE/MAL/18/00766 – Queenboro, 81 East Street – Approved

9. Recreation Ground

Cllr Goody reported the Essex County Council Community Initiatives Fund (CIF) had given approval for the funds (£12,500) to be used on alternative equipment.

Cllr Goody presented three revised quotations for consideration:

Caloo - £11,495

Playquip - £10,597

Safe and Sound - £13,1533

Cllr Goody reported there would also be an additional cost of approx. £1,000 to remove an existing piece of equipment.

Resolved: to accept the quotation from Caloo as the slide from Caloo was the preferred option. The slide from Caloo is for 2 – 12 years whereas the slide from Playquip was more suited to toddlers. To also accept the costs for the removal of equipment.

The Clerk reported there was further CIF funding for 2019/20 with applications needing to be submitted by 26th October 2018. It was suggested that the Parish Council could apply for funding for a replacement zip-wire due to the existing one being condemned earlier in the year and a new seesaw and surfacing.

Action: Clerk to present quotations to the Parish Council at the next meeting with a view to applying to CIF for further funding.

10. Woodup Pool

Safety Inspection Reports

The Inspection Reports were received and noted.

The Vice-Chairman advised the Woodup Pool Committee would be meeting on 16th October 2018 for the end of season review.

11. Woodrolfe Hard and Marine Assets

The Vice-Chairman presented the minutes of the Woodrolfe Hard and Marine Assets meeting held on 20th September 2018.

The Vice-Chairman advised the wash-down of the Hard would be taking place on 6th October 2018, if any Councillors wished to assist.

12. Woodrolfe Green

It was reported that the large Campervan parked on Woodrolfe Green had gone. The Clerk reported she had put a temporary sign at Woodrolfe Green to advise "No overnight parking", but a permanent sign was required, and it was important that the wording was correct.

Action: Clerk to obtain a quotation for a suitable sign.

The Clerk reported it had also been suggested that there was a height restriction bar to the entrance of the car park to prevent large vehicles using the area.

Action: Cllr Nixon to obtain a quotation from Gamart Engineering.

13. Highways

a) Email from Jon Simmons, Essex County Council

The Clerk advised an email had been received from Jon Simmons, Essex County Council, who confirmed that the seawall at the Hard is owned/maintained by ECC and is known as the Tollesbury Retaining Wall ECC No. 1311.

Jon has requested a plan showing the extent of the highway alongside the seawall from the ECC Highways Records Team. This will be forwarded to the Parish Council and ECC can then see if there is a feasible Local Highways Panel (LHP) scheme that can be considered.

b) Road Adjacent Harbour Wall - LHP

The Clerk reported she had asked Jon Simmons for an update on the LHP application and was awaiting a response.

Action: Clerk to chase up.

c) Devolution and Public Realm/Highway Services

Resolved: not to participate in the pilot scheme.

14. Tollesbury St Mary's Parochial Church Council

Resolved: to allow Tollesbury St Mary's PCC to use an area of the Recreation Ground on 8th June 2019 to hold their annual fete.

15. Police

The police reports were received and noted.

The Vice-Chairman reported during the month of August, 30 Penalty Charge Notices were issued for parking offences down at the Hard/Woodup Pool area.

The Vice-Chairman advised a resident had reported to him that the road leading up to The Mount, on two separate occasions, a small bag had been found which contained drugs

paraphernalia. The resident reported this to Essex Police and was advised to report to the Maldon District Council Community Protection Officers (CPOs), which they did. The CPOs collected the bags from the resident.

Action: Clerk to bring to the attention of Tollesbury School.

Cllr Lowther reported there was a recent incident on the service bus when a man was on a bus making two young girls feel very uneasy and when they got off the bus he followed them. The man was confronted by parents and they called the Police to report it. To date, there has been no response from the Police.

Action: Clerk to write to the Police Commissioner to highlight the increasing drug issues in the village and to express concern regarding the lack of response to the report of a man following young girls.

16. Administration

Bus Shelter – The Clerk reported following the last meeting she had written to Jon Simmons, ECC, regarding the Local Highways Panel scheme for the bus shelter. Jon advised that the scheme was to deal with the issue of cars parking in front of the existing bus stop causing buses to wait in the carriageway, which can be solved by the implementation of a bus stop. The caged area can be a BUS STAND where buses can wait or a BUS STOP to pick up/set down passengers.

Councillors agreed they would like to proceed with a BUS STOP.

Highway Briefing – The Clerk reported there was a free event being held on 7th November 2018 at the EALC. Should members wish attend, they should notify the Clerk.

Highways – The Clerk reported an email had been received from Cllr Durham who has requested the Parish Council nominate up to three items in relation to highways (potholes, signage, footway repairs etc.) they would like addressed. The Council nominated the following:

- 1) Road adjacent Harbour Wall
- 2) Signage – Prentice Hall Lane – Fingerpost missing
Mell Road/Woodrolfe Road – Tourist Marina sign is currently attached to a resident's fence – this should be on the newly installed fingerpost. The name plate for Mell Road at the same junction has not been replaced following the accident in this area.
Woodrolfe Road – Name plate is leant against residents plants, needs to be correctly installed.
- 3) Streetlight – Hasler Green (Hasler Road) – streetlight leaning at an angle.

Actions outstanding from previous meeting:

Woodrolfe Green Improvements – The Clerk confirmed the road scalplings will be compacted by a wacker plate. The work will be carried out mid/end October. The car park will need to be closed during the time of the works.

Allotments – The Allotment plan has been amended accordingly.

Speeding in West Street (TruCam) – A meeting is being arranged with the CPOs.

17. Community Concerns

Cllr Chambers reported:

- She had received a number of complaints regarding the speeding in West Street.

Cllr Nixon reported:

- Grounds Maintenance – The Clerk and himself had met with a Contractor that day and the question of frequency of grass cutting was raised. Cllr Nixon proposed that the frequency of cutting remains the same as per the current contract. Councillors accepted the proposal from Cllr Nixon.

Action: Clerk to distribute the information to those who apply for the works specifications.

18. Date of the next Meeting

The next meeting of the Parish Council meeting will be held on:

Tuesday 16th October 2018 – Woodup Pool Committee (7.00pm)

Tuesday 16th October 2018 – Full Council Meeting (8.00pm)

The Chairman closed the meeting at 8.50pm.

Signed.....

Date:.....