

Present: Cllrs Bell, Cole, Lankester, Lowther, Nixon, O'Donnell

In the Chair: Cllr Plater

Clerk: Michelle Curtis

1. Apologies for Absence

There were apologies of absence from Cllrs Chambers, Crees, Goody and Slodzik.

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

2. Declarations of Interest

Cllr Lowther disclosed interests as follows:

- Personal interest in respect of agenda item 7, planning application HOUSE/MAL/18/01418, as he has a personal relationship with the Applicant.

3. Public Forum

There were no members of the public present.

4. District Councillors

There were no District Councillors present.

5. Minutes of the Meetings held on 20th November 2018

Resolved: that the minutes of the Parish Council meeting held on 20th November 2018 be approved as a true record of the meeting. Proposed Cllr Cole, seconded Cllr Lowther. Unanimously agreed.

The minutes were signed by the 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 £102,056.97 as at 30th November 2018.

Expenditure to date – Budget £112,573 – Actual £56,474

Income to date (including precept £41,734) – Budget £91,729 – Actual £94,105

Earmarked Funds – Closing Balance £34,011.65 – Net movement £11,847.41

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

7. Planning

Application and Decisions

Applications:

At this stage Cllr O'Donnell declared a person interest, as he is friends with the Applicant for the planning application to be considered.

- WTPO/MAL18/01384

T1 - Silver Birch - Reduce height by 4 meters

Gransden 1 Churchacre Hall Road Tollesbury

Resolved: to recommend approval of the application. Unanimously agreed.

- HOUSE/MAL18/01418
Single storey side/rear extension
37 Station Road Tollesbury Essex CM9 8RB
Resolved: to recommend approval of the application subject to the facia on the east elevation being changed to red brick to match the existing house. Unanimously agreed.

Appeals:

- None received

Planning decisions made by Maldon District Council:

- None received

Planning decisions made by the Planning Inspectorate:

- None received.

8. Environment and Amenity Committee

In the absence of Cllr Slodzik, the Chairman presented the minutes of the Environment and Amenity Committee meeting held on 20th November 2018.

The Chairman explained the main purpose of the meeting was to consider the financial requirements for 2019/20.

9. Woodrolfe Hard and Marine Assets Committee

The Chairman presented the minutes of the Woodrolfe Hard and Marine Assets Committee and Amenity Committee meeting held on 22nd November 2018.

The Chairman gave an overview of the Gabion Project to improve access at the Hard. It is estimated the project will cost in the region of £98,000. An application is being prepared to apply for funding for the project.

10. Tollesbury Youth Project

Cllr Chambers was not present at the meeting to give an update.

The Clerk reported she had purchased the portable Wi-Fi mobile hotspot which cost £141.17.

11. Neighbourhood Plan

The Chairman reported a Neighbourhood Plan meeting was scheduled for 28th November 2018. As the meeting was not quorate, an informal meeting took place. Two members of the public were present at the meeting.

The Chairman reported that he had contacted the following people to see if they would consider providing their services in producing the Neighbourhood Plan document:

- Chris Tivey - Chris stated he felt he was unable to help as he had very little work in the village and travelling back to the village was impractical. Chris did recommend a local planning consultant called Ann Skippers, who as far as he is aware, specialises in Neighbourhood Plan work.
- Allies and Morrison - They declined as they felt Tollesbury was too small a settlement and their fees, because they are a London based practice, would be high.
- Robert Pomery - Robert also declined as he stated he had no experience of dealing with Neighbourhood Plans and was very busy.
- Springfields Planning and Development Ltd, Chris Loon (based in Chelmsford) - Chris also decline saying he had no experience of Neighbourhood Plans, but he also recommended Ann Skippers.

- JTS Partnership, Nick Davy (based in Brentwood) - Nick indicated that they also had little experience in Neighbourhood Plans but would be willing to help us and provide a quotation, but they would be learning on the job.

Ann Skippers and Associates have quite a lot of experience with Neighbourhood Plans, they were consultants to the Ulting Plan and know the area well. Ann is an ex policy officer from Chelmsford and the Department of Environment Planning Inspectorate. Having spoken to Ann she stated that she would like to get involved as this was sort of work she and her colleague specialise in, but due to family commitments she could not make regular evening meetings. Ann also stated her fee would be in the order of £550 per day.

The draft specification for the works prepared by Rex Davenport was well received by all members of the Committee.

As we wish to progress work on the Neighbourhood Plan, the Chairman has sent out the specification and the 26-item policy document to Ann Skippers and the JTS Partnership in the asking them to give us a formal quotation with a due back date of 20th December 2018.

12. Grounds Maintenance

Resolved: to accept the quotation from Reynolds Brothers for the ground's maintenance at the Recreation Ground, Hasler Green, Woodrolfe Green and Woodup Pool. The cost would be £465 per month (£5,580 per annum) for 3 years commencing on 1st January 2019.

13. Police

The police reports were received and noted.

Cllr Bell reported he attended the Maldon District Council Neighbourhood Watch meeting on 21st November and reported the following:

- The Police had been successful with catching and prosecuting people involved with drugs in the District – the success was mainly due to information received from people in the District.
The Clerk confirmed contact details for the Police were available on the Parish Council website.
- There are 150 officers being employed by Essex Police and 12 will be for Maldon and Chelmsford.
- Marine Watch will be launching in Spring 2019.
- CCTV – It was suggested it was a good idea and would be supported by the Police.
Action: To be explored further by the Environment and Amenity Committee.
- The Youth Project, headed by Cllr Chambers, was highlighted by Ali Burlington, Community Safety Development Officer – Maldon District Council, as a good example of how to work with those aged 14+.
- Adrian Rayner, Community Protection Officers, highlighted Tollesbury as an example of being pro-active with neighbourhood issues.
- Next meeting to be held in January 2019 – Cllr Bell agreed to attend on behalf of the Parish Council.

14. Administration

Royal British Legion – A letter had been received from the Royal British Legion to thank the Parish Council for their donation towards the poppy wreath.

Recreation Ground – The Clerk advised the fire engine and slide had been installed that day. The safety surfacing would be installed by the end of the week.

The Parish Council had been successful with their application to the Essex County Council Community Initiatives Fund (CIF) for a new zip-wire, sea-saw and safety surfacing. The total project would cost £14,018.46, the Parish Council has committed to £2,000 and CIF has

awarded £6,009.23. The Parish Council, therefore, needs to raise an additional £6,009.23. The works would need to be completed by 31st March 2020.

Resolved: to accept the grant offer of £6,009.23 from the CIF.

Action: Funding options to be discussed further by the Recreation Ground Committee.

Elysian Gardens – The Clerk reported she had received several complaints regarding a large campervan which is parking in Elysian Gardens. It blocks the road and would make it very difficult for access for emergency vehicles. The residents are also blocking the footpath with other vehicles.

Action: Clerk to write to the resident to ask that they refrain from parking on the pavement blocking the path and to also ensure that there is adequate room left in the road leaving room for all for vehicles to pass, including emergency vehicles.

15. Community Concerns

Cllr Lowther reported:

- A number of residents had raised concern regarding people seemingly drink driving in the village.

Action: Clerk to seek advice from the Community Protection Officers.

Cllr Cole reported:

- Vehicles are speeding along the High Street/East Street junction and quite recently there an adult and child were nearly hit. The issue is worsened when the buses are turning in this area.

Action: Clerk to report to Cllr Bamford to take forward with the Local Highways Panel.

Action: Clerk to seek advice from the Community Protection Officers.

The Clerk advised that Cllr Bamford had emailed to advise that the Local Highway Panel is to take forward measures to consider speed control on West Street.

Cllr Lankester reported:

- He had been researching a number of documents regarding Climate Change and had also attended a Coastal Network Conference. Coastal governance is not fit for purpose and requested that Climate Change is included as a rolling item on the Woodrolfe Hard and Marine Assets Committee meetings.

16. Date of the next Meeting

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

Wednesday 5th December 2018 – Finance Committee (8.00pm)

Tuesday 18th December 2018 – Full Council Meeting (7.30pm)

The Chairman closed the meeting at 9.41pm.

Signed.....

Date:.....