

Present: Cllrs Chamber, Cole, Lankester, Legg, St Joseph

In the Chair: Cllr Bell (Vice-Chairman)

Clerk: Michelle Curtis

Also Present: 4 Members of the Public

1. Apologies for Absence

There were apologies for absence from the Chairman – Cllr Plater, Cllrs Lowther, Nixon and O'Donnell.

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

2. Declarations of Interest

There were no declarations of interest disclosed.

3. Public Forum

A resident asked that should Maldon District Council be minded to refuse the Gladman Planning Application and Gladman go to Appeal, is there anyway the Parish Council or Village can put up the money to fight the case.

The Vice-Chairman advised that based on the advice from the Internal Auditor, the Parish Council are unable to assist in providing funds to fight the case.

Action: Clerk to seek further advice from Maldon District Council to see if they can assist.

A resident expressed concern that the hedge outside the Cemetery had been vandalised. The Clerk advised this was not the case and this was planned work.

A resident asked the Parish Council to confirm the position in the Parish Council supporting HART.

The Clerk advised based on the advice from the Internal Auditor and the EALC, the Parish Council must be in a neutral position and are, therefore, unable to provide any financial support.

4. District Councillors

There were no District Councillors present.

5. Minutes of the Meetings held on 1st October 2019

Resolved: that the Minutes of the Parish Council Meeting held on 1st October 2019 be approved as a true record of the Meeting. Proposed Cllr Cole, seconded Cllr St Joseph. Unanimously agreed.

The Minutes were signed by the Vice-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 £123,126.43 as at 31st October 2019.

Expenditure to date – Budget £91,701 – Actual to date £54,722

Income to date – Budget £91,701 (including Precept £82,681) – Actual to date £91,425

Earmarked Funds – Closing Balance £52,079.67 – Net movement £14,020.86

The Clerk reported the following:

- Payment received from HRMC for £1,880.67 for the VAT recovered for the period July – September 2019.

The Vice-Chairman signed the Report.

6.2 To approve Payments

Payments

The items for payment totalling £9,676.19 were presented for approval (Appendix A).

Resolved: to approve payments and make online payments.

7. Planning Application and Decisions

Applications:

- **Application No:** FUL/MAL/19/01010 PP-08160749
Proposal: Temporary permission for static caravan during construction works
Location: Tollesbury Marina Woodrolfe Road Tollesbury Essex
Resolved: to recommend approval of this Application with a recommendation that there is a condition that the caravan is only allowed for a period of 18 months. Unanimously agreed.
- **Application No:** HOUSE/MAL/19/01098
Proposal: Single storey rear extension
Location: 47 East Street Tollesbury Essex
Resolved: to recommend approval of this Application. Unanimously agreed.
- **Application No:** FUL/MAL/19/00805 PP-07073067
Proposal: Removal of an existing wooden drop board sluice and the Installation of a new tilting weir with eel pass to improve passage for the critically endangered European eel
Location: RSPB Old Hall Marshes Old Hall Lane Tollesbury
Resolved: to recommend approval of this Application. Unanimously agreed.

Appeals:

- There were no planning appeals.

Planning decisions made by Maldon District Council:

- TCA/MAL/19/00899 – Land Outside 44 East Street – **Approved**

Planning decisions made by the Planning Inspectorate:

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

Tree Preservation Orders:

- 4 Mell Road – TPO No. 8/19 – Order confirmed by Council on 29th October 2019 without modification.

The Vice-Chairman reported that the Chairman had suggested that when an application is being considered by the Parish Council, an email is sent to the Agent/Applicant to advise of the date, time etc when the application is being discussed. This is a process currently being used by Wickham Bishops Parish Council.

The Council discussed the suggestion and felt that if the Parish Council were notifying the Applicant/Agent, then we should also consider making the neighbouring properties aware too. Councillors had mixed views and agreed this needed further thought.

8. Committees

8.1 Recreation Ground Committee

8.1.1 Update from the Recreation Ground Committee Meeting

Cllr Cole gave an overview of the Recreation Ground Committee Meeting held earlier that evening.

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

Cllr Legg reported that the skate ramps needed urgent repair.

Action: To be addressed by the Recreation Ground Committee.

8.1.2 Monthly Inspection Report

The Monthly Inspection Report dated 03/11/19 was received. There were no issues to report.

8.1.3 Tree Survey

The additional quotations had not been received. To be deferred to the next Meeting.

8.1.4 Felling of Trees

Resolved: to accept the quotation from Bonz (Reference 5475) for £385.00 to fell two trees which required attention at the Recreation Ground.

8.2 Environment & Amenity Committee

8.2.1 Update from Environment & Amenity Committee

The Minutes of the Minutes of the Environment & Amenity Committee Meeting held on 1st October 2019 were presented to the Council.

Cllr Lankester reported that the Committee had discussed using a section of the Cemetery extension to be used as a wildflower meadow. Cllr Lankester said he would happily pay for the seeds for the meadow.

8.2.2 Cemetery Contract

The Vice-Chairman reported that following discussion with Cllr Nixon, further work needed to be done on the Cemetery works specification.

Action: Works specification to be reviewed by the Environment and Amenity Committee at their Meeting on 19th November 2019.

Action: Works specifications to be reviewed by the Full Council at the Meeting on 3rd December 2019.

Action: Clerk to ask existing Contractor to extend the current contract by one month to the end of January 2020.

8.2.3 Quarterly Inspection Reports

The quarterly reports were received and noted. The items raised were being looked into by the Environment & Amenity Committee.

8.3 Woodrolfe Hard and Marine Assets Committee

8.3.1 Minutes of the Woodrolfe Hard and Marine Assets Committee Meeting

The Minutes of the Woodrolfe Hard and Marine Assets Committee Meeting held on 10th October 2019 were received and noted.

Cllrs Lankester and St Joseph gave an overview of the Meeting.

8.4 Woodup Pool

8.4.1 Minutes of the Woodup Pool Committee Meeting

The Vice-Chairman presented the Minutes of the Woodup Pool Committee Meeting held on 15th October 2019.

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 Vice-Chairman reported that the minor amendments to the Pre-Regulations 14 Consultation Draft had now been completed by Planning Direct and the document will be resubmitted to Leonie Alpin, Maldon District Council, for review.

A Meeting with Leonie Alpin will then be arranged to finalise the Neighbourhood Plan before it's final amendments before public consultation.

9. Highways

9.1 Highways Highlights

The Highways Highlights for September was received and noted.

10. Pavilion

Resolved: to advertise the Pavilion for hire in the Parish Magazine for 2020. The cost is £65 for an A6 black and white advertisement.

11. Police/Community Protection Officers (CPOs)

11.1 Police

Cllr Legg reported the Community Protection Officers had attended a session at Tollesbury Youth Club to engage with the youth. It was a very positive visit.

It was reported that there was drug dealing at the Recreation Ground.

Action: Clerk to remind residents via Facebook and Parish Magazine to report any incidents to the Police online or via 101.

11.2 To receive Community Protection Officers (CPOs) Report

The report for September was received and noted.

During the patrols there were 2 VMO's (vehicle moves ons).

It was reported that dog fouling is an issue in Station Road leading down to the seawall.

Action: Clerk to arrange dog fouling patrols.

The Clerk reported the evening 'Coffee with the Cops' event was still to be arranged.

12. Parish Council Website

The Clerk had circulated the list received from the EALC of potential companies that could supply a website service.

It was suggested that the Parish Council considered having a bespoke website built.

Action: Clerk to look into further.

13. Correspondence

13.1 Royal British Legion

Resolved: to make a donation of £50 towards the remembrance wreath.

14. Administration

Woodrolfe Green – The Clerk reported that it had been brought to her attention that there is a large pothole in the car park.

Action: To be looked into further by the Environment and Amenity Committee.

Election Premises – Two hall were proposed for Election Premises, The Centre and The Parish Room. This will be reported back to Maldon District Council.

15. Community Concerns – Information Exchange/Next Agenda Items

Cllr Chambers reported:

- It is hoped that 'The Hangout' will open in January. There had been a delay due to funding issues.

Action: Cllr Chambers to forward copies of policies etc. to the Clerk for circulation to Councillors.

Cllr Lankester reported:

- That he had attended a meeting of the Thames Estuary Partnership Trust. It had been brought to his attention that there was a UK Municipal Bond Scheme available where District Councils can issue bonds to carry out work.

Action: Cllr Lankester to circulate information to Councillors.

The Clerk reported the following on behalf of Cllr O'Donnell:

- The streetlight in Church Street heading towards Butts Farm was facing over the Recreation Ground and not the road.

Action: Clerk to reported to Essex County Council.

- The bridge on the footpath from down Station Road was slippery and dangerous. The Clerk advised she had reported this to Essex County Council for their attention.

The Vice-Chairman reported:

- The drain outside no. 18 East Street is blocked.

Action: Clerk to report to Essex County Council.

It was **resolved** that having regard to the confidential nature of the business about to be transacted, the meeting be closed to the public and press, pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960.

16. Employment Matters

The Clerk declared a personal and prejudicial interest and left the meeting.

It was **resolved** that the meeting be reopened to the public and press, pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960.

The Clerk returned to the meeting.

17. Date of the next Meeting

- Tuesday 19th November 2019 – Environment and Amenity Committee (6.30pm)
- Tuesday 19th November 2019 – Planning Meeting (If Required) (7.30pm)
- Tuesday 3rd December 2019 - Full Council Meeting (7.30pm)
- Wednesday 4th December 2019 – Finance Committee (7.00pm)

The Chairman closed the Meeting at 9.25pm.

Signed.....

Date