

Present: Cllrs Bell, Byatt, Chambers, Crees, Goody, Nixon, S Slodzik, Symes

In the Chair: Cllr Plater

Clerk: Michelle Curtis

1. Apologies for Absence

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

2. Declarations of Interest

Cllr Symes declared an interest as follows:

- Personal interest in respect of item 12, planning application HOUSE/MAL/17/01290, 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 21st November 2017

Resolved: that the minutes of the Parish Council meeting held on 21st November 2017 be approved as a true account of the proceedings of the meeting and were signed by the Chairman. Proposed Cllr S Slodzik, seconded Cllr Bell.

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 £88,933.29 as at 30th November 2017.

Expenditure to date – Budget £88,624 – Actual £64,434

Income to date (including precept) – Budget £88,624 – Actual £100,298

Earmarked Funds – Closing Balance £25,660.09 – Net movement £9,527.43

The Clerk reported:

- Payment received from the HMRC for £2,821.77 for the VAT recovered for the last quarter (July - September).

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

7. Committees

Woodrolfe Hard and Marine Assets

The Chairman presented the minutes of the meeting held on 1st December 2017.

The Chairman advised the purpose of the meeting was to set the precept requirements for 2018/19 and agree the Marine Assets list to be presented to the Parish Council and Neighbourhood Plan Committee.

The precept requirements are as follows:

	2017/18	2018/19
Rent	£381	£382
Earmarked (£2,000 carried over from 2017/18 - £500 Screening Project - £500 Audit – £250 Rangers)	£4,500	£1,000
Misc.	£350	£350
TOTAL	£5,231	£1,732

The Committee discussed the Marine Assets and would propose the following are included in the Neighbourhood Plan:

- Woodrolfe Hard, Bontings Creek, Tollfish Hump etc. – **Access and Heritage**
- Tollesbury Yacht harbour – floating berths, hard standings, Chandlery, slipway, boat yard. – **Commercial – requires discussion with Louise Goldie**
- Mud berths, slipways, hard standing, swinging moorings, sheltered dinghy sailing, navigation, sheltered anchorage within the Parish boundary.
- The Path - low tide access path for boats – Traditional fisherman's' path that has been used historically.
- Oyster layings within the Parish boundary.
- Old Hall Point - strong wind refuge/landing place.
- Access Points – to/from Atkinsons mud berths.
- Woodrolfe Saltwater Pool.
- Buildings - Frost & Drake, Chandlery, 4 lofts between Sail Makers and Volspec.
- Coastal Path – Economic

8. Tollesbury Harbour Project

The Chairman reported that he had spoken with Carol Reid who advised that she would include the area of the North Channel in the Screening Report for no additional charge. Carol suggested that it could be an option to split the project into designated area rather one large project. Carol can start working on the project in February and requires further information of the amount of mud that needs to be moved.

Action: Tollesbury Harbour Project Team to hold a meeting to discuss approx. amount of mud that requires moving.

The Chairman advised that it had been brought to his attention that the MMO have been instructed by Government to make licensing simpler, quicker and cheaper.

9. Fellowship Afloat Charitable Trust – Tollfish Hump

Resolved: to renew the Licencing Agreement for Tollfish Hump for 2018. Proposed Cllr Nixon, seconded Cllr Slodzik.

The Chairman signed the Licencing Agreement on behalf of the Parish Council.

10. Tiptree Neighbourhood Forum

Cllr Bell gave an overview of the Neighbourhood Forum meeting held on 27th November 2017.

Cllr Bell advised that the focus of the meeting is Tiptree but the parishes do have a number of areas in common. It was agreed that the meetings were useful and allows the parishes to discuss common issues and provide support as and when required.

11. Police

Cllr Slodzik reported there had been a number of thefts from vans during the previous week.

Cllr Byatt advised that hare coursing is an issue throughout Essex.

12. Planning

Applications:

- HOUSE/MAL/17/01290 PP-06522387
Proposed demolition of existing single and two storey buildings at rear and replaced with slightly larger single and two storey extension at rear.
37 Woodrolfe Road – Mr & Mrs Martin
Resolved: to recommend approval of the application.
- LBC/MAL/17/01311 and HOUSE/MAL/17/01310 PP-06531457
Removal of existing lean-to porch on North elevation. Removal of detached brick outbuilding to the North-east of the dwelling. Erection of single-storey extension and associated landscaping.
Bourchiers Lodge Back Road, Tolleshunt D'Arcy – Mr & Mrs Martin
Resolved: to recommend approval of the application but would point out that the roof plan is incomplete.

Appeals – None received

Planning decisions from Maldon District Council:

- HOUSE/MAL/17/01105 – Brecknell cottage, 55 Mell Road – Approved

Appeal decisions made by the Planning Inspectorate – None received.

13. Administration

FACT – The Clerk had distributed the proposed usage schedule for 2018 for FACT to carry out their kayaking activities.

Advertising

Resolved: to advertise the Pavilion in the Parish Magazine for 2018. The cost for the A6 black and white advertisement would be £65.

Actions outstanding from the last meeting:

Tollesfest – The Clerk reported she had spoken with the event organisers who agreed to provide copies of public liability insurance and carry out the risk assessment for the event.

Mersea Harbour Trust – Chairman to make further enquiries as to whether there was going to be a recharge on Tollesbury Wick.

Action: Chairman to contact the Mersea Harbour Trust to clarify.

Woodup Pool – Still waiting for a response from the EALC regarding changes to byelaws.

Action: Clerk to report back at the next meeting.

Woodrolfe Hard – The Clerk advised a search had been carried out on the land between the harbour wall and the road and there is no registered owner.
Action: Clerk to contact the Crown Estate.

Taylor's Charity

Action: Meeting to be arranged January 2018.

Tree Mell Road – The Clerk reported Maldon District Council has advised that the tree at 53 Mell Road does not have a TPO.

Action: Clerk to write to tenant to request that they cut back the tree as there are large branches falling off.

Pavilion – The new emergency lighting had been installed in the corridor of the Pavilion. Photographs had been sent to the Buildings Inspector and we would hope to receive the certificate shortly.

14. **Community Concerns – Information Exchange/Next Agenda Items**

Cllr Nixon reported:

- That a number of posts near the toilet block had been knocked over.

Cllr Crees reported:

- There are a number of streetlights around the village which have been out for a considerable amount of time and this needs to be addressed as it is dangerous for the members of the public.

Action: Clerk to write a further letter to County Councillor Durham requesting that the lights are repaired as a matter of urgency.

Cllr Bell reported:

- There are holes in the pavement outside the Butchers, East Street.

Action: Clerk to report to Highways.

Cllr Byatt reported:

- That the seawall at the end of Prentice Hall Lane is in bad condition.

Action: Clerk to bring to the attention of Cllr St Joseph.

15. **Date of the next Meeting**

Tuesday 19th December 2017 – Full Council Meeting – 8.00pm

The Chairman closed the meeting at 8.40pm.

Signed.....

Date