

**Present:** Cllrs Chambers, Nixon, O'Donnell, Symes

**In the Chair:** In the absence of Cllr Plater, Chairman, and Cllr Bell, Vice-Chairman, Cllr Crees took the Chair.

**Clerk:** Michelle Curtis

**Also Present:** District Councillor St Joseph

**1. Apologies for Absence**

There were apologies for absence from Cllrs Bell, Goody, Plater, C Slodzik and S Slodzik.

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

**2. Declarations of Interest**

There were no declarations of interest declared.

**3. Public Forum**

There were no members of the public present.

**4. District Councillors**

Cllr St Joseph reported:

- Recreational Disturbance Avoidance and Mitigation Strategy (RAMS) – Surveys had been carried out on the seawall the previous Sunday (3<sup>rd</sup> March 2018).  
The Clerk advised she had attended the Parish Clerk Forum meeting that day and received a presentation from Karen Johnson, Maldon District Council (MDC) regarding RAMS and was advised that further surveys would be carried out in the summer.  
**Action:** Clerk to write to MDC to ask the following:
  - The Parish Council feels that the recent surveys carried out did not give a true representation of the usage of the footpaths (3<sup>rd</sup> March was the coldest day of the year). When will further surveys be carried out.
  - How are MDC proposing to measure the findings?
- Central Government had made changes to the Homelessness Laws which come into effect in April.  
The Clerk advised Lesley Lushington (MDC) gave a presentation at the Parish Clerk Forum meeting and homelessness does not mean those sleeping on the street, it is people who may have issues with landlords and are facing eviction, those who may need accommodation to get away from violent behaviour/abuse etc. The new law means that MDC will also have to help people from other authorities outside of the Maldon District.
- Neighbourhood Plan – Leonie Alpine advised there had been equal levels of support for all housing developments proposed in the Tiptree Neighbourhood Plan.

**5. Minutes of the Meetings held on 20<sup>th</sup> February 2018**

**Resolved:** that the minutes of the Parish Council meeting held on 20<sup>th</sup> February 2018 be approved as a true account of the proceedings of the meeting and were signed by the Cllr Crees. Proposed Cllr Nixon, seconded Cllr O'Donnell.

## 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 £74,388.64 as at 28<sup>th</sup> February 2018.

**Expenditure to date** – Budget £88,624 – Actual £82,486

**Income to date (including precept £81,524)** – Budget £88,624 – Actual £105,014

**Earmarked Funds** – Closing Balance £24,589.24 – Net movement £8,456.58

**Resolved:** to approve the finance report. Cllr Crees signed the reports.

## 7. Woodup Pool

The Inspection Report dated 27<sup>th</sup> February 2018 was received and noted. There were no issues to report.

## 8. Highways

### a) Essex County Council Highways Delivery Survey

It was agreed to defer this item to the next meeting when more Councillors were present.

### b) Highways Briefing – 19<sup>th</sup> March 2018

A representative from the Parish Council was invited to attend the Essex Councillors Highways Briefing being held on Monday 19<sup>th</sup> March 2018 at Maldon District Council.

Those members present were unavailable to attend.

**Action:** Clerk to forward invitation to Councillors who were not present at the meeting.

## 9. General Data Protection Regulations

The Clerk advised a General Data Protection Regulation (GDPR) Toolkit had been distributed to Councils from the EALC.

The Clerk reported at the Parish Clerk Forum meeting that day, Ian Phillipson who is working at Maldon District Council and preparing for the new legislation, gave an update on GDPR. Ian advised that MDC are recruiting a Data Officer and as Parish Clerk are not allowed to be the Data Officer, it has been considered that the MDC Data Officer could also work as the Officer for the Town/Parish Council at a cost of approx. £200 per annum.

The Clerk advised this was still being discussed by MDC and further information would be submitted to Parish Councils in due course.

**Action:** Clerk to find out what MDC would do for the £200.

## 10. Police

The police reports were received. It was noted there was an incident at the Post Office which was identified as being in Tolleshunt D'Arcy.

## 11. Planning

Applications:

- LDP/MAL/18/00235

Claim for lawful development certificate for proposed garage conversion including changes to front elevation.

12 Sceptre Close – Mr & Mrs Graham

**Resolved:** to recommend approval of the application.

- HOUSE/MAL/18/00193 PP-067288893

Two storey extension to rear of existing house and single storey side extension  
29 East Street – Mr T Johnson

**Resolved:** to recommend refusal on the following:

- Concerned for the loss of light to the neighbouring property (No. 27)

Appeals – None received

Planning decisions from Maldon District Council:

- HOUSE/MAL/18/00009 – 37 Woodrolfe Road - Approved

Appeal decisions made by the Planning Inspectorate – None received.

## 12. Correspondence

### **Tollesbury Activity Centre (TAC)**

The letter from TAC regarding the 'drop-off area' was received.

It was noted that there are more visitors to the village since the Coastal Footpath and Woodrolfe Green is very busy and the surface has deteriorated.

**Action:** Clerk to arrange a meeting with TAC to discuss further and consider options to find a way forward.

**Action:** Cllr St Joseph to ask MDC for a contribution towards improving the area.

**Action:** Cllr Nixon to provide photographs of the area.

## 13. Administration

Library Service – The Clerk advised Cllr Durham had responded to the letter from the Parish Council and stated he would raise this with Cllr Barker, but he did not think there is much hope of changing the mobile library schedules from those proposed, but he would push for Tollesbury to be reconsidered.

Woodrolfe Hard – Cllr Durham agreed to raise the issue with the potholes at Woodrolfe Hard with Highways.

Tollesbury Sailing Club – The meeting scheduled for 7<sup>th</sup> March 2018 is to be re-arranged.

Actions outstanding from the last meeting:

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

**Action:** Clerk to report back at the next meeting.

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

Cllr Nixon reported:

- He had distributed a number of bags of rock salt around the village during the cold period and would like to request that 10 bags were donated to Tollesbury School. Members were happy for bags of rock salt to be distributed to Tollesbury School.

Cllr Chambers reported:

- Complaints regarding people parking outside the school.  
**Action:** Clerk to ask Tollesbury School to send a note out to parents reminding them not to park outside the school.

Cllr O'Donnell reported:

- That it had been brought to his attention that there is fly-tipping again onto the Recreation Ground from St Johns Court.  
**Action:** Clerk to write to Moat, again, to bring this to their attention.

## 15. Date of the next Meeting

Tuesday 20<sup>th</sup> March 2018 – Full Council Meeting – 8.00pm

The Chairman closed the meeting at 8.52pm.

Signed.....

Date .....