

Present: Cllrs Bell, Cole, Legg, Lowther, Nixon, St Joseph

In the Chair: Cllr Plater

Clerk: Michelle Curtis

Also Present: PCSOs Richard and Sharon
1 Member of the Public

1. Co-Option

Resolved: to co-opt Sarah Legg as a Parish Councillor for Tollesbury Parish Council. Proposed by the Chairman, seconded by Cllr Nixon. Unanimously agreed.

2. Apologies for Absence

There were apologies for absence from Cllr Chambers, Lankester and O'Donnell.

There were also apologies for absence from District Councillor Thompson.

3. Declarations of Interest

There were no declarations of interests disclosed.

4. Essex Police

PCSO Richard and Sharon were present at the Meeting.

Cllr Bell reiterated the issues in Tollesbury:

- Speeding issues in West Street
- Drugs
- Level of policing in the Village had significantly dropped.
- Main complaint from residents is the lack of visibility
- Lack of communication from Essex Police – feedback on incidents in the Village.

The PCSOs reported that due to significant cuts in Essex Police, there is lack of visibility of the Police throughout Essex. If feedback on crimes is required, the person who logged the incident can contact Essex Police for feedback on the incident. Officers are working with secondary schools again, particularly to address the drugs issues. Officers are being recruited but this takes time for training and is a slow process.

It was suggested that a 'Coffee with the Cops' event was held at a weekend to allow more residents to attend.

PCSO Richard suggested this could be tied in with the Saturday morning District Councillor Surgery.

The Chairman thanked the PCSOs for attending the Meeting.

The PCSOs left the Meeting (8.10pm).

5. Public Forum

There were no comments from the member of the public.

6. District Councillors

There were no District Councillors present at the Meeting.

7. Minutes of the Meetings held on 2nd July 2019

Resolved: that the Minutes of the Parish Council Meeting held on 2nd July 2019 be approved as a true record of the Meeting. Proposed Cllr Nixon, seconded Cllr Bell. Unanimously agreed.

The Minutes were signed by the Chairman

8. Finance

8.1 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 £108,792.45 as at 31st July.

Expenditure to date – Budget £91,701 – Actual to date £25,376

Income to date – Budget £91,701 (including Precept £82,681) – Actual to date £48,231

Earmarked Funds – Closing Balance £57,991.40 – Net movement £19,932.59

The Chairman signed the Report.

8.2 To approve Payments

Payments

The items for payment totalling £7,944.54 were presented for approval (Appendix A).

Resolved: to approve payments and make online payments.

8.3 HART

Proposed Agreement to be custodian of the HART Funds:

Agreement between Tollesbury Parish Council (TPC) and Housing Action by Residents of Tollesbury (HART)

Due to HART being unable to open a Bank Account immediately TPC agrees it will hold the monies for HART as follows:

- TPC will hold for funds for a maximum of one year from the date of the Agreement. During this time, HART will endeavour to get an independent Bank Account set-up.
- The funds will be held by TPC and a new Earmarked Fund in the TPC's accounts will be created to allocate the money.
- TPC will accept money from HART by cash, cheque or bank transfer.
- The Chairperson and Bank Signatories for the new account are to sign this Agreement.
- If HART require a payment to be sent from the funds held, the invoice signed by the Bank Signatories should be submitted to the Parish Clerk who will then arrange for payment.
- Should HART disband, any balance held by TPC will be donated to (charity/organisation to be agreed with HART).

Resolved: to enter into an Agreement with HART for the Parish Council to be the custodians for the HART funds.

9. Planning

Application and Decisions

Applications:

- **Application No:** TCA/MAL/19/00771
Proposal: T1 Magnolia - 1m crown reduction all around
Location: 36 High Street Tollesbury
Resolved: to recommend approval of this Application. Unanimously agreed.
- **Application No:** WTPO/MAL/19/00760 PP-07820262
Proposal: TPO 7/93 - T9 - Horse Chestnut – Fell
Location: The Limes 48 Wycke Lane Tollesbury
Resolved: to recommend approval of this Application. Unanimously agreed.
- **Application No:** HOUSE/MAL/19/00829
Proposal: Proposed demolition of existing single storey element at rear and part roof at rear of property, erection of new single storey extension to rear and replacement of second storey roof with flat roof to improve headroom
Location: 37 Woodrolfe Road Tollesbury
Resolved: to recommend approval of this Application. Unanimously agreed.
- **Application No:** TCA/MAL/19/00831
Proposal: T1 Sycamore & T2 Acaica - remove 3-4m from the top of trees
Location: 9 North Road 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/19/00668 – 24 West Street – **Approved**
- HOUSE/MAL/19/00474 – 32 Wycke Lane – **Approved**
- TCA/MAL/19/00669 – Tollesbury School, East Street – **Approved**
- RES/MAL/19/00197 – Land North of 48 Woodrolfe Road – **Refused**
- HRN/MAL/17/00462 – Hedgerow between Church Street and Prentice Hall Lane - **Approved**

Planning decisions made by the Planning Inspectorate:

- COUPA/MAL/18/00266 (Appeal Ref: APP/X1545/W/18/3213901)
Woodrope Building - Woodrolfe Road – Tollesbury
Notification for prior approval for a proposed change of use from offices Class B1(c) to 7No. residential flats Class C3.
Appeal Dismissed

10. Committees

10.1 Recreation Ground Committee

10.1.1 Update from Recreation Ground Committee

Cllr Nixon reported the following jobs were outstanding:

- Chicken – foot pegs (awaiting parts)
- Playship – fastening covers (awaiting parts)
- Skate Park – Repairs (to be carried out after School holidays)

10.1.2 Monthly Inspection Report

The Monthly Inspection Report dated 01/08/19 was received. There were no issues to report.

10.1.3 Play Equipment Project

Cllr Nixon reported the Fun Run had been a success and the Parish Council had been awarded £1,000 from the Tesco Bags of Help Scheme.

Members of the Council thanked the Clerk and her helpers for organising the events and raising the significant sums of money required.

Resolved: to place the order with Caloo for £14,918.88 (quotation previously agreed) for the supply and installation of the zip-wire, sea-saw and safety surfacing. Unanimously agreed.

10.2 Environment & Amenity Committee

10.2.1 Update from Environment & Amenity Committee

Cllr Nixon reported that he had received deliveries of the new litter bins for the Cemetery. He had asked Gamart Engineering to make some metal plates to make it easier to install the litter bins.

The Clerk reported she had received several complaints regarding the overgrown hedges at the Allotments.

Action: Committee site meeting to be arranged for early September.

Cllr Bell reported that the guttering along the roads in the village had weeds and the road-sweeper was seemingly ineffective. Complaints had also been raised by residents.

Action: Cllr Nixon to take up with Highways.

10.3 Woodrolfe Hard and Marine Assets Committee

10.3.1 Update from Woodrolfe Hard and Marine Assets Committee

The Chairman reported there had been no feedback from Haf Morris for the Gabion Project.

Action: Cllr St Joseph to contact Haf.

10.3.2 Mersea Harbour Protection Trust (MHPT)

The Minutes of the AGM held on 28th May 2019 were received and noted.

The Chairman reported that he had spoken with Peter Riches, Crown Estate, regarding the new charge that had been introduced by the Crown Estate to those who deposit anything on land owned by the Crown. Peter advised that the charge had been introduced as they had been inundated by commercial operations putting things on their land for commercial benefit. Peter confirmed in the case of the MHPT, there will be no charge.

10.4 Woodup Pool

10.4.1 Update from the Woodup Pool Committee

Cllr Lowther reported there was an informal Meeting with members of the Woodup Pool Committee to discuss options to address the litter at the Woodup Pool. It has been agreed that two large temporary banners are purchased reminding visitors to respect the area and dispose of their litter. The banners will cost approx. £100.

Resolved: to accept the proposal from the Committee and purchase two banners for approx. £100.

Cllr Lowther reported that HART had requested use of Woodup Pool on 7th September 2019 to hold a fundraising event.

Resolved: to allow HART to use Woodup Pool for their fundraising event. HART to ensure that necessary insurance, risk assessments etc. are in place prior to the event. Similar to previous Woodup Pool events.

Cllr Lowther reported the Working Party at the pool in July was a success with 13 people attending to help.

Cllr Nixon reported a fence slat on the Marina side needed securing.

Action: Cllr Lowther to repair fence.

Cllr Lowther reported that Bonz had kindly cut back some of the higher branches on the trees free of charge.

10.4.2 Safety Check Reports

The Safety Checks were received and noted.

10.5 Neighbourhood Plan

10.5.1 Resolved: To ratify the decision agreed at the Special Neighbourhood Plan Committee Meeting held on 24th July 2019, to accept the Pre 2nd Consultation Draft Neighbourhood Plan dated 19/07/19 and the amendments recommended by the Planning Consultant to include a small development (in line with the Housing Needs Survey) and submit the document to Maldon District Council for review.

11. Highways

11.1 Traffic Survey – West Street

The Report from the Traffic Survey carried out by Essex County Council on West Street was received and noted.

The Report indicated that during a period of 7 days there were a total of 24,830 traffic movements (combined east and westbound). The average daily speed was 33.2mph and average daily speed 85%ile was 39.4mph which supports the complaints made by residents regarding speeding.

Cllr Bell reported prior to the Meeting, the Clerk had emailed Tom Eng, Essex County Council, to find out what the next steps are to put in place measures for speed cameras to be used.

11.2 Highways – The Square

The Clerk reported the Traffic Survey had been carried out outside the Bakery in the High Street and she was awaiting a copy of the Report.

11.3 Highways Highlight

The Highways Highlights for June was received and noted.

12. Passenger Transport

The notes from the Meeting held on 12th June 2019 were received and noted.

Cllr Bell reported he had attended the Meeting and gave an overview.

13. Community Protection Officers (CPOs)

13.1 Meeting with Adrian Rayner

Cllr Bell reported that the Clerk and himself had met with Adrian Rayner. The items covered were as follows:

- Speeding
- Adrian reported residents are not coming forward with information and they look to engage with residents.
- Importance of visibility
- Drugs – Adrian reported this is currently being escalated within Essex Police. They are hoping to put a Public Space Protection Order in place in for drugs in the District.

- Agreed dates for Saturday patrols in July/August.

13.2 To receive CPO Report

The report for June was received.

During June, the CPOs patrolled for 3 hours and issues 2 Penalty Charge Notices.

14. Correspondence

14.1 Arthur Hockaday, Essex County Council – Footpaths 22 & 28

To notification of The Essex County Council (Footpath 22 & 28 Tollesbury) (Temporary Prohibition of Use) Order 2019 (TRAF/7026) was received and noted.

15. Administration

15.1 Parish Council Website

The Clerk reported that notification has been received from Essexinfo, the Parish Council website providers, to advise that they will close on 31st March 2019.

The EALC are aware of the situation and are currently looking into alternatives.

The Parish Council may need to set-up their website independently.

Action: to monitor

15.2 Update on current and ongoing matters

No further information to report.

16. Community Concerns – Information Exchange/Next Agenda Items

Cllr Nixon reported:

- The toilets at Woodrolfe Green were not being cleaned and locked at the correct times.
Action: Clerk to bring to the attention of Maldon District Council.

Cllr St Joseph reported:

- He had contacted Essex Wildlife Trust and was advised they do not currently have a full-time warden. Once a full-time warden has been appointment, they will contact the Parish 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.

17. Employment Matters

[REDACTED]

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.

18. Date of the next Meeting

Tuesday 3rd September 2019 – Full Council Meeting (7.30pm)

The Chairman closed the Meeting at 9.47pm.

Signed.....

Date