

Present: Cllrs Bell, Byatt, Goody, Nixon, O'Donnell, C Slodzik, S Slodzik, Symes and Witney

In the Chair: Cllr Plater

Clerk: Michelle Curtis

Also present Vikki Chambers – Tollesbury Youth Council
Mr R Lankester and Mr D Legerton

1. Apologies for Absence

There were apologies for absence from Cllr Crees.

There were also apologies for absence from District Councillor St Joseph.

2. Declarations of Interest

Cllr Witney declared an interest as follows:

- personal interest in respect of agenda item 15, planning applications LDE/MAL/17/00078 and HOUSE/MAL/17/00135, as she has a personal relationship with the applicants.

3. Public Forum

Mr Lankester advised that he had attended a recent meeting of his Sailing Club and a couple of members who use Woodup Pool had asked if the pool would be roped off for kayaking activities. When the pool is roped off, it leaves very little room for paddling.

Cllr Bell advised there had been no issues the previous season but FACT was aware of this and would adjust accordingly.

4. District Councillors

There were no District Councillors present.

5. Minutes of the Meetings held on 21st February 2017

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

6. Finance

a) Monthly Financial Report

Councillors received the following monthly financial reports:

Bank Reconciliation – Closing balance of £71,987.08 as at 28th February 2017.

Committees Budget (I&E) – Total Payments to Date £96,225.20 – Total Receipts to Date £111,458.29

Sub Committees Budget (R&P) – Total Payments to Date £93,509.94 – Total Receipts to Date £19,525.56

Earmarked Funds – Closing Balance £27,751.53

The Clerk reported the following:

- A payment of £100 had been received from ITV. Mr Nixon's land was used to store a trailer during their filming of 'Liar', and Cllr Nixon had requested any donation made was given to the Parish Council.
- The Internal Auditor will commence the audit on Thursday 16th March 2017.
- The invoices had been received from Gamart Engineering for the repairs to the skate park ramps and the grill on the sluice gate. The quotation for the skate park was £947

and the invoice received is for £660.00. The estimate for the grill on the sluice gate was £150.00 and the invoice received is for £110.00.

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

b) Approve Payment

Resolved: to authorise payment to Mr Oakley for the hours worked in February.

c) Guaranteed Investment Bond

Resolved: to close the GIB (3) account and the funds to be transferred into the Pavilion Account (Business Select 14 Day Notice Account).

Cllr S Slodzik advised that the level of compensation for banks had increased from £75,000 to £85,000.

7. Recreation Ground

a) Monthly Inspection Report

The Monthly Inspection Report dated 28/02/17 was received and noted.

It was reported:

- During storm 'Doris' a number of trees on the western boundary had fallen. The Clerk had arranged to Bonz to remove any fallen trees and large branches.

8. Tollesbury Youth Council

Vikki Chambers gave an overview of the proposal for Tollesbury Youth Council.

Members were in full support of the Tollesbury Youth Council and the work of Vikki Chambers and her team.

Resolved: to give a grant of £500 towards the running costs.

Resolved: to donate two post boxes for the Sherbox proposal. The boxes will be used to give youth an opportunity to share and report anti-social and criminal behaviour.

Action: Clerk to order the post boxes.

9. Standing Orders

To include the following:

Item 12 – Draft Minutes

To include a new item - 12f - The minutes will be published on the Parish Council website within 30 days of being approved.

10. Financial Regulations

To include the following:

Item 2 – Accounting and Audit (Internal and External)

To include a new item - 2.10 – Annual Return, including Notice of Audit, Conclusion of Audit and Annual Internal Auditors Report to be published onto the Parish Council website.

Item 6 – Instructions for the making of payments

To include a new item – 6.20 – Payments of over £100 (excluding wages) to be published onto the Parish Council website.

Item 12 – Assets, Properties and Estates

To include a new item – 12.7 – Land owned by the Parish Council to be published onto the Parish Council website.

11. Neighbourhood Plan

The proposed Terms and Reference for the Neighbourhood Plan Steering Group were received and noted.

Action: Members to review the document and any comments to be submitted to the Clerk prior to the next meeting.

Action: to be included on the next agenda for adoption of the finalised document.

The Chairman advised the traffic survey is underway, the data from the Housing Needs Survey is being collated and the environment assessment is due to be carried out.

The Clerk reported the RCCE had received 326 surveys.

The Chairman reported the RCCE are holding a training event on Monday 27th March 2016 for writing policies for the Neighbourhood Plan. Should members wish to attend, they should notify the Clerk to book a place.

12. Mrs Carter - Information

The emailed correspondence from Mrs Carter was received and noted.

Action: Clerk to respond to Mrs Carter's correspondence.

Councillors had a lengthy discussion regarding dog fouling and anti-social behaviour. It was felt the Parish Council were currently doing all they can to address the issues; the Parish Council are working with the Rangers (Community Protection Officers), any issues in relation to anti-social behaviours that are brought to the attention of the Parish Council continue to be reported to the police. It is important that residents sign up to the Park Watch Scheme and report issues through to the Rangers.

It was noted that since the last meeting and the discussions regarding dog fouling via social media, there had been a significant improvement on the Recreation Ground.

Action: Clerk to thank dog owners via Facebook.

Action: Clerk to purchase stickers for litterbins to advise that dog waste bags can be disposed of in standard litterbins.

Action: Chairman to print A3 posters of the Park Watch Scheme to be displayed around the village.

Action: Clerk to include details of the Park Watch Scheme on the Facebook Page and Parish Magazine.

Cllr Bell suggested that the byelaws are reviewed.

13. Police

The Neighbourhood Watch Data report dated 28/01/17 – 11/02/17 was received and noted. Cllr S Slodzik advised there were no incidents reported for Tollesbury.

Cllr Slodzik reported:

- Launch of Operation Quicksilver in Basildon to target anti-social behaviour and drug use.
- There is an action that counters terrorism groups.

The Clerk reported there had been another angel taken from the Cemetery during the weekend of 4th - 5th March. The Clerk advised she had reported this to the police.

14. Planning

The Planning Manual and Tool Kit from Maldon District Council was received and noted.

15. Planning Applications and Decisions

Applications:

- LDE/MAL/17/00078 PP-05786621
Claim for a Lawful Development Certificate for the existing use of the land in conjunction with the residential use of 54 Mell Road, the operational development for buildings/structures for use incidental to the enjoyments of the dwelling
Land Rear of 54 Mell Road – Ms Wash
Resolved: to recommend approval of the application

- HOUSE/MAL/17/00117 PP-05807134
Proposed single storey rear extension
68 New Road – Mr & Mrs Englebright
Resolved: to recommend approval of the application

- HOUSE/MAL/17/00135 PP-05007184
Two storey extension to the rear of existing house
29 East Street – Mr Johnston
Resolved: to recommend refusal on the following grounds:
 - Over development
 - Loss of amenity
 - Architectural form
 - Damaging to the character of the area

Appeals:

- None received.

There were no decisions received from Maldon District Council.

There were no appeal decisions made by the Planning Inspectorate.

16. Correspondence

a) Tollesbury Women's Institute

Members agreed to grant permission for the WI to use a picture of the village sign in the heading of their website.

17. Administration

Great Spring Clean – The Clerk reported that Jeremy Heigham had emailed to advise that during the clean up weekend, he had litter picked down the Back Road from Carringtons to Old Hall Lane.

Action: Clerk to write to Mr Heigham to thank him for his contribution.

18. Community Concerns – Information Exchange/Next Agenda Items

Cllr Nixon reported:

- Eddie Rhymes had expressed concern that the car park was breaking up due to the buses using the area to turn around.
Action: Clerk to write to Heddinghams to bring this to their attention.
- Keith Hobden had repaired the bottom of the 4 broken litterbins. Whilst inspecting the bins it was noted that an additional 3 bins required repairing. Keith has repaired the additional bins, which will cost £58 each.

Cllr Symes reported:

- The library bus is parking on the corner of St Johns Court blocking the pavement.
Action: Clerk to write to Essex County Council to bring to their attention. Copy to be sent to Moat Housing.

Cllr O'Donnell reported:

- The previous week there had been issues with the telephone/broadband and would like to know why.

Action: Clerk to make further enquiries.

19. Date of the next Meeting

The next Parish Council meetings will be held on:

Tuesday 21st March 2017 – Full Council Meeting (8pm)

The Chairman closed the meeting at 9.05pm.

Signed.....

Date:.....