

Present: Cllrs Bell, Chambers Cole, Lankester, Lowther, Nixon, O'Donnell

In the Chair: Cllr Plater

Clerk: Michelle Curtis

Also Present: District Councillors St Joseph and Thompson

1. Apologies for Absence

There were apologies of absence from Cllrs Crees, Goody and Slodzik

There were also apologies of absence from District Councillor Bamford.

2. Declarations of Interest

There were no declarations of interest disclosed.

3. Public Forum

There were no members of the public present.

4. District Councillors

Cllr St Joseph:

- Gave an update on Local Highways Panel Scheme for the powerlines outside the Parish Rooms. It is hoped the scheme will be passed and will proceed.

5. Minutes of the Meetings held on 18th December 2018

Resolved: that the minutes of the Parish Council meeting held on 18th December 2018 be approved as a true record of the meeting. Proposed Cllr Lowther, seconded Cllr Nixon. Unanimously agreed.

The minutes were signed by the Chairman.

6. Finance

a) Monthly Financial Report

The Financial Reports were presented to the Council.

Councillors received the following monthly financial reports:

Bank Reconciliation – Closing balance of £93,502.45 as at 31st December 2018.

Expenditure to date – Budget £112,573 – Actual £79,627

Income to date (including precept £41,734) – Budget £91,729 – Actual £112,360

Earmarked Funds – Closing Balance £34,010.88 – Net movement £11,976.64

The Clerk reported the following:

- £12,245 received from the Essex County Council Community Initiatives Fund towards the new play equipment (fire engine and slide) and new safety surfacing.
- £6,009.23 received from the Essex County Council Community Initiatives Fund towards the new project for a zip wire, roundabout and safety surfacing. This money is to be spent by March 2020.

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

b) Payments

The items for payment totalling £6,847.08 were presented for approval (Appendix A).

7. Planning

Application and Decisions

Applications:

- FUL/MAL/18/01484 PP-07491556
New 3-bedroom dwelling and single detached garage previously approved under reserved matters application ref: RES/MAL/18/00923. Proposed amendments to the scheme: Side obscure fixed closed windows at first floor level to landing and bathroom, garage pitched altered to match the main house and clad with hardieplank boarding on a timber frame.
1A Woodrolfe Farm Lane Tollesbury Essex CM9 8SU
Resolved: to recommend approval of the application but similar to the previous application, request that a more appropriate roof tile is used. Unanimously agreed.

Appeals:

- None received

Planning decisions made by Maldon District Council:

- FUL/MAL/18/01265 – Flagstone, 52 West Street – Approved
- WTPO/MAL/18/-1384 – Gransden 1 Churchacre, Hall Road – Refused

Planning decisions made by the Planning Inspectorate:

- None received.

Correspondence was received from Maldon District Council to advise that the Council were investigating a potential breach of planning control at the New Dwelling at 2 Woodrolfe Road.

8. Woodup Pool Committee

a) Woodup Pool Committee Meeting – 15th January 2019

Cllr Bell, Chairman – Woodup Pool Committee, reported the Committee had met earlier that evening and were planning for the start of the new season which will commence on 25th May 2019 and gave an overview of what would be carried out (toilets, water testing, Rangers, litter etc).

Cllr Bell advised FACT had submitted their schedule for 2019 for using the pool for their kayaking activities. The schedule had been circulated to Councillors prior to the meeting. Councillors were happy with the proposed schedule.

Cllr Bell reported Nik Bradbrook had also attended the Woodup Pool Committee Meeting and gave an overview of his proposal to form a Group to raise funds on behalf of the Parish for projects.

Action: To invite Nik to a Council Meeting to present his ideas.

Working parties would be held as follows:

Saturday 18th May 2019 - to tidy-up the pool area in preparation for the season.

Thursday 11th July 2019 – pre-school holiday tidy up

Cllr Chambers will be looking at the possibility to arrange for Youth Offenders to assist.

b) Monthly Safety Check

The Monthly Safety Check Report dated 04/01/19 was received. There were no issues to report.

9. Recreation Ground

Monthly Inspection Report

The Monthly Inspection Report dated 13/01/19 was received. There were no issues to report.

The Clerk reported she had contacted the Parish Councils Insurers and arranged for the Toddler Slide to be removed from the policy and for the new fire engine, slide and new surfacing to be added.

10. **Tollesbury Youth Project**

Cllr Chambers had prepared a document providing information on the 'Pop-Up Café' which will be known as 'The Hangout'.

Cllr Chambers explained the policies in terms of safeguarding, health and safety, bullying, drugs/alcohol, internet use etc were still to come and these would shortly be available.

The Parish Council were happy for all advertising of 'The Hangout' includes that it is supported by Tollesbury Parish Council.

Solutions for storage of items such as large beanbags, tables, chairs etc. still needed to be addressed as there was limited room in the Pavilion.

Cllr Chambers confirmed the Pavilion would be cleaned after each session.

Cllr Chambers advised it is anticipated to have 'The Hangout' up and running by the end of February.

Councillors thanked Cllr Chambers for her hard work in progressing the project and securing funding.

11. **Neighbourhood Plan**

The Chairman advised the two Consultants who had expressed an interest in working with Tollesbury to progress the development of the Neighbourhood Plan had both declined to come forward.

It was suggested that the works specification may have been too prescriptive, and the Chairman agreed that he would contact both the Consultants to see what the issues were.

The Neighbourhood Plan Committee will be meeting at the end of January.

12. **Sea Level Rise – Old Hall and Tollesbury Wick Marsh**

Councillors reviewed the letter to the Environment Agency drafted by Cllr Lankester.

It was agreed to send the letter after some minor adjustments.

The Clerk reported following the last meeting she had contacted Kieran Alexander, RSPB, to invite him to the Parish Council meeting to discuss climate change. Kieran advised that the RSPB would be meeting in February and once their position on climate change has been established, Kieran would make further contact with the Parish Council.

13. **Taylor's Charity**

Resolved: to appoint Isobel Adcock as a Trustee for the Taylor's Charity.

The Trustees for the Charity are as follows:

Jeremy Heigham

Roy Clare

Harry Nixon

Isobel Adcock

Administration:

Michelle Curtis

14. Police

The police reports were received and noted.

Cllr Bell gave an overview of the public meeting he had attended with the Police and Fire Commissioner on 8th January 2019 in Maldon.

Community Protection Officers Patrols in December resulted in 2 PCNs (Penalty Charge Notices) and 2 VMOs (Vehicles Move Ons) in the school vicinity.

Cllr Bell reported that the Clerk and himself had completed the survey on the Fire and Rescue Plan for Essex on behalf of the Parish Council.

It was agreed to make residents aware that although there is a Fire Station in the Village, it is not always manned and some call-outs come from nearby stations.

Action: Cllr Chambers to provide contact details for the Fire Officers responsible for Tollesbury.

Action: Clerk to put a notice in the next edition of the Parish Magazine.

Cllr Nixon reported vehicles were still parking on the pavement in Elysian Gardens making it difficult for wheelchair users, pushchairs to pass.

Action: Clerk to report to Adrian Rayner, Maldon District Council, to be reported onto the Police because it is an obstruction.

15. Administration

Speeding West Street – The Clerk reported Jon Simmons, Highways Liaison Officer, Essex County Council, had advised that at this stage of the current Financial Year the Revenue Budget for traffic surveys has now been fully committed. He had added the request for a survey in Tollesbury to a list of proposed traffic surveys and they will look to undertake it in the early part (April) of the next Financial Year 2019/20. As soon as they have the results, they will share them with the Parish Council to see how to progress traffic management improvements.

Tollesbury Retaining Wall (Harbour Wall) – The Clerk reported Jon Simmons had also advised that the scheme validation has now been finalised. The recommendation from the validation is that in the first instance a Design is undertaken for the surfacing and any necessary drainage associated with it. As part of the Design process we also get an accurate scheme costing to allow the Panel to make an informed decision on progressing the scheme.

16. Community Concerns

Cllr Lankester reported:

- Vehicles are speeding along the High Street/East Street junction making it difficult for pedestrians to cross the road from McColls to the bus shelter.

Cllr Cole reported:

- It has been brought to his attention that youth were 'hanging-out' in the Car Park late in the evening and suggested that CCTV could be installed.

Action: CCTV to be progressed by the Environment and Amenity Committee.

Cllr Nixon reported:

- A bus, lorries and campervans were still using the car park at Woodrolfe Green.
- 46 gas canisters were found behind the toilets at Woodrolfe Green over the Christmas period.

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. Litter Picker

Resolved: to increase the Litter Picker's Salary. The increase is effective from 1st January 2019 and will be reviewed in January 2020.

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

The next meeting of the Parish Council meeting will be held on:

Tuesday 5th February 2019 – Full Council Meeting (7.30pm)

Tuesday 5th February 2019 – Environment and Amenity Committee (following completion of main meeting)

It was agreed to reschedule the Woodrolfe Hard and Marine Assets Committee Meeting which had been arranged for Thursday 17th January 2019.

The Chairman closed the meeting at 9.18pm.

Signed.....

Date:.....