

**Present:** Cllrs Crees, Goody, Lankester, Lowther, Nixon, O'Donnell

**In the Chair:** Cllr Bell (Vice-Chairman)

**Clerk:** Michelle Curtis

**Also Present:** District Councillor St Joseph  
7 members of the Public

**1. Apologies for Absence**

There were apologies of absence from Cllrs Chambers, Plater (Chairman) and Slodzik.

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

**2. Declarations of Interest**

Cllr Lankester declared an interest as follows:

- Personal in respect of agenda item 7, planning application LDE/MAL/18/01146, as he has a personal relationship with a resident who lives on a houseboat moored at the Marina.

**3. Public Forum**

Karen Fardell advised she was the agent for the planning application at Tollesbury Marina. The Vice-Chairman requested that Karen made her representation to the Parish Council when they discuss the planning application.

**4. District Councillors**

Cllr St Joseph reported the following:

- Broadband – Essex County Council are currently part-funding improvements to the broadband service. It would be interesting to seek the views of the village on landline broadband usage.  
**Action:** Clerk to ask residents via Facebook their views by the end of October.
- The project information/costings for the improvement/gabion work at the Hard is to be submitted to the Bradwell Legacy Partnership at the end of the month.

**5. Minutes of the Meetings held on 2<sup>nd</sup> October 2018**

**Resolved:** that the minutes of the Parish Council meeting held on 2<sup>nd</sup> October 2018 be approved as a true record of the meeting. Proposed Cllr Nixon, seconded Cllr Lowther. Unanimously agreed.

The minutes were signed by the Vice-Chairman

**6. Finance  
Payments**

The items for payment totalling £8,892.32 were presented for approval (Appendix A).

**Resolved:** to approve payments. Unanimously agreed.

## 7. Planning Application and Decisions

Applications:

At this stage, Cllr Creeves declared a personal interest, as he moors a boat in Tollesbury Marina.

The Vice-Chairman requested that Karen Fardell, Plater Claiborne, gave an overview of the planning application for Tollesbury Marina.

- LDE/MAL/18/01146  
Claim for lawful development certificate for the continued existing use of 8No. residential pontoon berths (anywhere) within the Marina.  
Tollesbury Marina, Woodrolfe Road, Tollesbury  
**Resolved:** to support the application. There is no written evidence but there is local knowledge that there have been residential pontoon berths at Tollesbury Marina for many, many years and the Parish Council are happy for them to continue to do so.  
Unanimously agreed.

Appeals:

- There were no planning appeals.

Planning decisions made by Maldon District Council:

- WTPO/MAL/18/00957 – 40 Station Road – Refused
- LBC/MAL/18/01013 – Fellowship Afloat Charitable Trust, Woodrolfe Road - Approved

## 8. Environment and Amenity Committee

The minutes of the Committee Meeting held on 2<sup>nd</sup> October 2018 were received and noted.

The Clerk reported Cllr Slodzik had been making further enquiries regarding Woodland Burials in the Cemetery and would give an update at the next meeting.

The Vice-Chairman reminded the Committee that the following items need to be included on a future agenda:

- CCTV
- Telephone Kiosks Usage

## 9. Recreation Ground

### a) Monthly Inspection Report

The Monthly Inspection Report dated 14/10/18 was received. There were no issues to report.

### b) Resurfacing

Cllr Goody reported 4 quotations had been obtained for resurfacing (rubber mulch) around some of the play equipment (playship, spring rockers, picnic tables and benches). The surfacing on the items had been reported on the Annual Inspection Report. Quotations are as follows:

- Caloo - £7,388 but reduced to £5,880.00 if all areas done together
- Playdale - £9785.05
- Abacus - £8,288.00
- Playquip - £6,322.00

**Resolved:** to accept the quotation from Caloo for £5,880. The new surfacing to be paid for from the Recreation Ground Earmarked Fund. Unanimously agreed.

### c) Essex County Council Community Initiatives Fund

Cllr Goody reported 3 quotations had been obtained for an aerial runway and a seesaw with rubber mulch surfacing. Cllr Goody explained the old aerial runway had been removed as it was condemned following the last inspection and the seesaw was aging and needed replacing.

Quotations are as follows:

- Caloo - £14,018.46
- Playdale - £17,269.00
- Abacus - £16,168.46

**Resolved:** to apply to the Community Initiates Fund for a grant towards a new aerial runway, seesaw and surfacing from Caloo for £14,018.46. The Parish Council committed to giving £2,000 towards the project. Unanimously agreed.

## 10. Woodup Pool

### Safety Inspection Reports

The Inspection Report was received and noted.

The Vice-Chairman reported the Woodup Pool Committee had met earlier that evening to review the season. Overall it was a very successful season. FACT have agreed they are happy to continue to empty/fill the pool. The Vice-Chairman expressed thanks to FACT for assisting the Parish Council with the pool i.e. emptying/filling, weekly safety checks etc.

A copy of the minutes will be received at the next meeting.

## 11. Woodrolfe Green

### a) Height restriction barrier to the entrance of the Car Park.

A quotation had been obtained from Gamart Engineering to supply and install a height restrictor which was £1,700 plus VAT.

The Clerk reported she had also obtained a quotation from Barriers Direct for £2,154.84 plus VAT.

Members agreed that as a first step they would put up a sign at Woodrolfe Green to advise parking for cars only and no overnight parking. If there are any further issues with large vehicles parking/staying overnight further consideration would then be given to installing a height restriction barrier.

### b) Signage

**Resolved:** to purchase a sign for the entrance of the car park.

**Action:** Clerk to circulate proposed wording and location for the sign prior to ordering.

## 12. Tollesbury Youth

Cllr Chambers was unable to attend the meeting but had agreed to circulate documents to Councillors regarding the Youth Project prior to the opening.

The Clerk reported the Wi-Fi would be installed on 23<sup>rd</sup> October 2018 in time for the launch on 31<sup>st</sup> October 2018.

## 13. Neighbourhood Plan

The Vice-Chairman reported that he had spoken with the Chairman regarding progressing the Neighbourhood Plan. The Chairman is in the process of contacting a professional consultant to help develop the Neighbourhood Plan before the next meeting.

**Action:** to include on the next agenda to receive an update.

The Vice-Chairman reported he had also spoken with some residents who are keen for the Neighbourhood Plan to progress and had also offered their assistance.

**Action:** Clerk to advertise for people to join the Neighbourhood Plan Committee as some members of the Committee had resigned due to their personal circumstances.

#### 14. **Climate Change**

The documents from Cllr Lankester were received and noted.

Members recognised the future risk climate change may have and it was agreed that the risk is identified in the Neighbourhood Plan.

**Action:** to include on the agenda for the Neighbourhood Plan Committee.

It was agreed that the Neighbourhood Plan was the priority and at a later stage the Parish Council could consider how the impact of climate change may be progressed.

#### 15. **Police**

The police reports were received and noted.

The Vice-Chairman reported that the Clerk and himself had had a discussion with Adrian Rayner, Maldon District Council – Community Protection Officers. The Vice-Chairman reported the following:

- The 30 Penalty Charge Notices issued in August were all for parking offences at Woodup Pool/Woodrolfe Hard.
- In the minutes of the Neighbourhood Watch, there were no issues reported for Tollesbury. Adrian advised that a member needs to attend the meeting or feedback information for it to be reported. The Vice-Chairman advised the next Neighbourhood Watch meeting was being held on 21<sup>st</sup> November and requested that Councillors raise any concerns at the Parish Council meeting on 20<sup>th</sup> November 2018, so this can be fed through to the meeting.
- Essex Police are progressing with tackling drug issues in the District.
- Adrian agreed to provide information to the Parish Clerk early the following week to discuss options to deal with speeding issues in West Street.

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

The Clerk reported there was a “Coffee with the Cops” meeting on the 9<sup>th</sup> October 2018. The Clerk has requested from the Police that when such events are held in the future, the Parish Council are made aware, so they can notify residents.

#### 16. **Correspondence**

##### a) **The Royal British Legion – Remembrance Sunday**

**Resolved:** to make a donation of £30 towards the remembrance wreath.

#### 17. **Administration**

Woodrolfe Hard – The Clerk, on behalf of the Parish Council, thanked Cllr Creeves for his hard work and liaising with Tollesbury Sailing Club to wash down the Hard.

Cllr Creeves reported the wash-down was a success with approx. 20 people assisting. A further wash-down will be arranged in April for the start of the season.

#### 18. **Community Concerns**

Cllr O'Donnell reported:

- Elysian Gardens – It had been brought to his attention that vehicles were parking across the entrance to the Doctors Surgery blocking access to the car park and it had been requested that the double yellow lines are extended across the entrance to the Surgery.

**Action:** Clerk to submit an application to the Local Highways Panels for the double yellow lines to be extended as requested.

Cllr Lankester reported:

- That a yacht owner was subject to some planning issues.  
Cllr Joseph advised the person concerned should contact him, as his District Councillor.

**19. Date of the next Meeting**

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

Tuesday 6<sup>th</sup> November 2018 – Recreation Ground Committee Meeting (7.00pm)

Tuesday 6<sup>th</sup> November 2018 – Full Council Meeting (8.00pm)

The Chairman closed the meeting at 9.18pm.

Signed.....

Date:.....