

**Present:** Cllrs Bell, Crees, Goody, Nixon and Symes

**In the Chair:** Cllr Plater

**Clerk:** Michelle Curtis

**Also present:** Stevan Slodzik

**1. Apologies for Absence**

There were apologies of absence from Cllrs Chambers and O'Donnell.

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

**2. Resignation**

The resignation letter from Claire and Stevan Slodzik was received and noted.

Stevan explained that due to recent health issues, he had taken the decision to stand down from the Parish Council.

The Parish Council expressed thanks to Claire and Stevan for their service to the Parish and wished them both well for the future.

Stevan left the meeting at 8.04pm.

**3. Declarations of Interest**

The Chairman declared interests as follows:

- Personal and prejudicial in respect of agenda item 17, planning application LDE/MAL/18/00-163, as his company Plater Claibourne are the agents for the proposal.

**4. Public Forum**

There were no members of the public present.

**5. District Councillors**

There were no District Councillors present.

**6. Minutes of the Meetings held on 20<sup>th</sup> March 2018**

**Resolved:** that the minutes of the Parish Council meeting held on 20<sup>th</sup> March 2018 be approved as a true account of the proceedings of the meeting. The minutes were signed by the Chairman. Proposed Cllr Nixon, seconded Cllr Bell.

**7. 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 £67,953.08 as at 31<sup>st</sup> March 2018.

**Expenditure to date** – Budget £88,624 – Actual £89,590

**Income to date (including precept £81,524)** – Budget £88,624 – Actual £105,911

**Earmarked Funds** – Closing Balance £22,164,24 – Net movement £6,031.58

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

**b) Payments**

The items for payment totalling £8,948.31 were presented for approval (Appendix A).

**Resolved:** to approve payments.

**c) Unity Trust Account**

**Resolved:** to accept the changes to the bank fees effective from 5<sup>th</sup> June 2018. The monthly fee account fee of £6 will remain unchanged but there will be a charge of 15p for each individual credit and debit transaction.

**8. Accounts 2017/18**

**Resolved:** to approve the 2017/18 accounts.

The Annual Return was completed as follows:

Section 1 – Annual Governance Statement

Section 1 was completed and approved by the Council. This was signed by the Chairman and the Clerk.

Section 2 – Account Statement

Section 2 was completed and signed by the Clerk who is the Responsible Financial Officer and the Chairman.

**9. Woodup Pool**

The Inspection Report dated 25<sup>th</sup> March 2018 was received and noted. There were no issues to report.

Cllr Bell reported that the safety inspections had been carried out by Claire Slodzik and as Claire had resigned, the Parish Council needed to consider who would be able to carry the inspections out.

It was agreed to initially ask FACT if they would be able to carry out the inspections for the Parish Council.

If FACT were unable to do this, it may be necessary to pay someone to carry out the inspections.

Cllr Bell advised some maintenance works were required and the pool and quotations would be submitted at the next meeting for consideration.

**10. Recreation Ground**

**a) Monthly Inspection Report**

The Monthly Inspection Report dated 25/03/18 was received. There were no issues to report.

The weekly inspections had been carried out. On the inspection dated 08/04/18, it was reported there was graffiti on the store shed. The Clerk reported Cllr Goody had painted over the abusive language.

**b) Boundary**

A revised quotation was received from Bonz to spray the perimeter of the Recreation Ground with 'Thislex', this would cost £300.00.

**Action:** Clerk to obtain a further quotation from CGM Group.

**c) Car Park**

**Resolved:** to accept the quotation from Bonz for £165 to tarmac the area where the tree had been removed.

#### **d) Store Shed**

**Resolved:** to accept the quotation from KM Hobden for £262.00 to paint the rear wall and doors to remove all the graffiti.

Cllr Goody advised that the inspection of the play equipment by the Independent Inspector was carried out on Friday 13<sup>th</sup> April 2018. The zip-wire had been condemned as three of the wooden posts require replacing. The cost per post is approx. £500.

Cllr Goody explained that over the past few years, two other posts had been replaced and more posts would require replacement in the future. It was suggested that rather than spend further money repairing the aging equipment, the zip-wire could be replaced. The approx. cost with safety surfacing is £11,500. As the Parish Council do not have funds set aside for a new zip-wire, it will be necessary to obtain funding. The Clerk had already looked at funding options and suggested the Lottery Awards for All funding.

**Resolved:** to accept the proposal to replace the zip-wire and apply for funding.

**Action:** Clerk to obtain 3 quotations and prepare the funding application to Awards for All.

**Action:** Clerk to notify the village via social media and the Parish Magazine of the situation.

### **11. Woodrolfe Green**

#### **a) Meeting 7<sup>th</sup> April 2018**

The Chairman reported a meeting was held with Tollesbury Activity Centre (TAC) on 7<sup>th</sup> April to discuss the issues with the surfacing on the car park which is being damaged by buses/lorries turning in the car park.

At the meeting it was agreed to:

- 1) place a telegraph pole from the toilet block across to the recycling bank along the ground. This would also provide some additional parking spaces.
- 2) Narrow the entrance closer to the road and install low level fencing.

At the meeting discussions also took place in relation to extending the car park providing an additional 1-2 rows of parking. TAC is supportive of the idea.

#### **b) Road Scalpings**

The Clerk advised the cost of road scalpings (screened down to 50mm) from Silverton was £18.99 + VAT per ton.

### **12. General Data Protection Regulations**

**Resolved:** to use the services of the Data Protection Officer from Maldon District Council. The cost would be £200 per annum and £50 hourly rate for any DPO work or requests.

### **13. Library Service**

The Clerk reported that the Library Service from Tollesbury will now be once every three weeks between 11.25am and 12.05pm.

Priti Patel MP had also forwarded a copy of the letter she had received from Susan Barker, Essex Cabinet Member Culture, Communities and Customer.

**Action:** Clerk to write to Cllr Barker to ask what guarantee Essex County Council would give to those who less able to access the library facility at the Masonic Hall. Copy to Priti Patel MP.

### **14. Local Highways Panel**

The minutes of the Local Highways Panel meeting held on 16<sup>th</sup> March 2018 were received. The following was noted:

Page 5 of the minutes Item 6 – LMAL 162093 – Parish Rooms, Church Street – Pedestrian Access Improvement – this scheme was prioritised for delivery if savings were made.

The appendix, item 21 - LMAL 152017 - Church Street, Tollesbury, Dropped Kerbs - This is a priority scheme for delivery in 2018.19 - Access to the bus stop required improvement.

The appendix item 35 LMAL 162093 - improvements outside the Parish Rooms - Panel decision that scheme should remain on 2018/19 rolling programme.

The Parish Council were very pleased with the recent resurfacing works in East Street.  
**Action:** Clerk to write to Highways to thank them for the work in East Street.

#### 15. **Tiptree Neighbourhood Forum**

The minutes of the Tiptree Neighbourhood Forum meeting held on 26<sup>th</sup> March 2018 were received and noted.

#### 16. **Police**

There Police report was received and noted. There were no incidents for Tollesbury.

The Clerk reported that she had received an email that day from a resident who had had their VW Campervan stolen the previous day. The resident had reported this to the police and within a few hours were notified by the Police that all local and relevant checks had been made and this case would be closed. The resident was very unhappy with how this issue was handled and concerned for the village as criminal activity is increasing with such little police presence.

**Action:** Clerk to write to Essex Police and MP Priti Patel to raise concerns on behalf of the resident.

#### 17. **Planning**

Applications:

In accordance with the declaration declared, the Chairman left the meeting. Cllr Bell, Vice-Chairman, took the chair.

- LDE/MAL/18/00163 PP-06712681  
Claim for lawful development certificate for the existing use of the Manager's residence as part of the Cruising Club and not as an independent dwelling.  
Tollesbury Cruising Club, Woodrolfe Road  
**Resolved:** to recommend approval of this application.

The Chairman returned to the meeting.

Appeals:

- None received.

Planning decisions made by Maldon District Council:

- HOUSE/MAL.18/00193 – 29 East Street – Refused

#### 18. **Administration**

The Clerk advise County Councillor Durham has produced a video blog which had been circulated to members.

The meeting with Tollesbury Sailing Club had been rescheduled for 2<sup>nd</sup> May 2018 at 8.00pm.

#### **Actions outstanding from the last meeting:**

Woodup Pool – The EALC had supplied information regarding the process with Byelaws.

**Action:** Clerk to ask Maldon District Council if they provide the process administration.

#### 19. **Community Concerns**

Cllr Crees reported:

- The carriageway at Woodrolfe Hard had still not been repaired and had deteriorated.  
**Action:** Clerk to take up with Cllr Durham.
- The sign which was knocked over on the corner of Woodrolfe Road/Mell Road was still outstanding for repair.  
**Action:** Clerk to chase up with Highways.

Cllr Bell reported:

- The corner of the pavement in Thurstable Road had been fenced off for a number of months awaiting repair.  
**Action:** Clerk to chase up with Highways.
- He had received a complaint from a resident regarding the footpath between Wycke Lane and Woodrolfe Farm Lane. It is very muddy and have been impassable at times.  
**Action:** Monitor.

The Chairman reported:

- Cllr St Joseph had arranged for Port Flair to carrying out some disturbance of the mud/silt and showed some photographs of the progress that had been made. It is intended that they will come back to tidy up the area.
- A copy of a letter sent to the EALC from Maldon Town Council regarding the removal of the Parish Trigger was received.  
**Action:** Clerk to write to the EALC to advise that the Parish Council support Maldon Town Council in opposing to the removal of the Parish Trigger.

**20. Date of the next Meeting**

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

Tuesday 1<sup>st</sup> May 2018 – Council Annual Meeting (8.00pm)

The Chairman closed the meeting at 9.25pm.

Signed.....

Date:.....