

**Present:** Cllrs Bell, Nixon, S Slodzik, Symes

**In the Chair:** Cllr Plater

**Clerk:** Michelle Curtis

**Also present:** District Councillor Thompson  
One member of the public

**1. Apologies for Absence**

There were apologies of absence from Byatt, Chambers, Crees, Goody, O'Donnell and C Slodzik

There were also apologise of absence from District Councillor St Joseph.

**2. Declarations of Interest**

The Chairman declared interest as follows:

Personal and prejudicial in respect of item 12 – FUL/MAL/17/01246 PP-06490608 and FUL/MAL/17/01252 PP-06504607, as his Company Plater Claiborne are the agents for the applications.

**3. Public Forum**

The member of the public raised concern regarding two streetlights, the one opposite the butchers and one near the post box. The Clerk confirmed these lights had been reported and she had emailed Essex County Council the previous week to ask for an update. No response had been received yet.

The lights have been out for over a month.

Cllr Slodzik advised that there were also two lights out in Darnet Road – streetlights no's. 2 and 4.

**Action:** Clerk to write to our County Councillor to expedite the repairs.

**4. District Councillors**

Cllr Thompson reported the following:

- Maldon District Council had sent out a letter to all Parishes regarding the changes to the way planning applications are dealt with. The 'parish trigger' has been removed and Ward Members can 'call-in' applications.

The Chairman confirmed the letter from Maldon District Council had been received.

The Chairman reported that the letter also advised that with effect from April 2018, Maldon District Council will no longer be providing paper copies of planning applications and the Parish Council will need to consider purchasing a screen and projector.

**5. Minutes of the Meetings held on 7<sup>th</sup> November 2017**

**Resolved:** that the minutes of the Parish Council meeting held on 7<sup>th</sup> November 2017 be approved as a true account of the proceedings of the meeting. The minutes were signed by the Chairman. Proposed Cllr Slodzik, seconded Cllr Nixon.

**6. Finance  
Payments**

The items for payment totalling £5,567.97 were presented for approval (Appendix A).

**Resolved:** to approve payments.

## 7. Committees

### Recreation Ground

#### a) Minutes

Cllr Nixon, Vice-Chairman – Recreation Ground Committee, presented the minutes of the Committee meeting held on 7<sup>th</sup> November 2017.

Cllr Nixon advised that it had been reported that quad bikes had been driven around the Recreation Ground. Additional posts may need to be installed around the car park area.

#### b) Tollesfest

It was agreed to allow Tollesfest to charge a £10 per adult entry fee to the event planned for 15<sup>th</sup> July 2018.

Event organisers to provide a copy of public liability insurance a month before the event and to also carry out a risk assessment.

**Action:** Clerk to discuss with event organisers.

## 8. Recreation Ground Monthly Inspection Report

The Monthly Inspection Report dated 19/11/17 was received. There were no issues to report.

The weekly inspections had been carried out with no issues to report.

## 9. Policies

### a) Document Retention Policy

**Resolved:** to adopt the Document Retention Policy. To be reviewed in November 2018.  
Proposed Cllr Slodzik, seconded Cllr Symes.

### b) Social Media and Email Policy

**Resolved:** to adopt the Social Media and Email Policy. To be reviewed in November 2018.  
All members to sign that they had read and understood the Social Media and Email Policy at the Annual Statutory Meeting in May. Proposed Cllr Symes, seconded Cllr Slodzik.

## 10. Tollesbury Harbour Project

The Chairman advised that he had tried to contact Carol Reid and was waiting for Carol to return his call regarding the quotation for the screening works.

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

**Action:** Chairman to write to the stakeholders to confirm they are happy to contribute to the screening works.

Cllr Nixon reported that there were notices displayed outside of the Marina Shop stating that there was going to be a recharge on Tollesbury Wick. The Mersea Harbour Trust had previously indicated that the recharge would only be on Old Hall and Mersea Foreshore.

**Action:** Chairman to make further enquiries.

## 11. Police

The crime reports dated 13/11/17 and 20/11/17 were received and noted. There were no crimes reported for Tollesbury.

A copy of the Maldon Section Neighbourhood Watch Meeting held on 08/11/2017 were received. It was noted Tollesbury was mentioned as – Quiet. Dog fouling reduced.

## 12. Planning

### a) Maldon District Council – District Council Governance Changes

The letter from Fiona Marshall, Chief Executive – Maldon District Council, regarding a number of amendments to the existing governance arrangements with the Authority was received and noted with reservation.

Applications:

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

- FUL/MAL/17/01246 PP-06490608  
Temporary permission for static caravan during construction works  
Tollesbury Marina, Woodrolfe Road – Mrs L Goldie  
**Resolved:** to recommend approval of the application.
- FUL/MAL/17/01252 PP-06504607  
Extension and alterations at Tollesbury Cruising Club house for associated living accommodation and proposed new shower block.  
Tollesbury Cruising Club, Woodrolfe Road – Mrs L Goldie  
**Resolved:** to recommend approval of the application.

The Chairman returned to the meeting.

- TCA/MAL/17/01239  
T1 Cherry Plum – Fell. T2 Holly – Take in by 1m all round. T3 Midland Thorn – Fell  
Tollesbury Congregational Church, East Street  
**Resolved:** to recommend approval of the application.

Appeals:

- None received.

Planning decisions made by Maldon District Council:

- FUL/MAL/17/00986 – Gorwell Hall Cartlodge, Tollesbury Road – Refused
- LBC/MAL/17/00987 – Gorwell Hall Cartlodge, Tollesbury Road – Approved
- HRN/MAL/17/00996 - Garland Farm, Tollesbury Road - Approved

There were no appeal decisions made by the Planning Inspectorate.

## 15. Administration

General Data Protection Regulations – The Clerk advised she had attended a briefing at the EALC. It has been suggested that funds are set aside in the precept to appoint a Data Officer. The Data Officer cannot be the Parish Clerk or a Parish Councillors. Options are still being considered as to how this will work for Parish Councils. The EALC will keep the Parish Council informed.

Highways Panel – A copy of the minutes from the Local Highways Panel meeting held on 29/09/2017 had been distributed to members.

The following was noted:

Page 9 of the minutes Item 37 - LMAL 152017 - Church Street, Tollesbury, Dropped Kerbs -

This was to be a priority scheme as the access to the bus stop required improvement.

The appendix identifies the dropped kerbs Church Street and improvements outside the Parish Rooms as approved works for 2017/18 - Panel decision required to fund these schemes for delivery in the 2018/19 financial year.

Potential Schemes – East Street/High Street junction with Station Road – Parking

Improvements – In validation.

Members were pleased to note that the scheme at the bus shelter had been raised as a priority scheme.

**Action:** Clerk to write to Jon Simmons, Essex County Council, to request that the Parish Council see the scheme proposal as soon as they become available.

TruCam – The Clerk advised members they are invited to the launch of TruCam which was being held on Monday 27<sup>th</sup> November 2017 at Wickham Bishops Village Hall at 2.00pm.

**Actions outstanding from the last meeting:**

Woodup Pool – The Clerk advised she had contacted the EALC regarding updating the Byelaws for Woodup Pool and was waiting for a reply.

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

Woodrolfe Hard – Land Registry search.

**Action:** to be carried out by Clerk.

Taylor's Charity – The Clerk advised she had spoken with Ron Laurie and confirmed that Ron had included an article in the parish magazine advertising the Taylor's Charity. The Clerk had also advertised the Trustee vacancies in the parish magazine. Ron and the Trustees would be happy to meet with the Parish Council to discuss the Charity.

**Action:** Clerk to arrange a meeting in the near year.

Hasler Green – The Clerk advised that she had received an email from Bonz confirming that the trees were cut back and balanced as instructed and no further work was required.

**Action:** Clerk to send comments from Bonz to Moat and also send a copy to the resident.

Woodrolfe Hard – Sign hanging off on the right-hand side.

**Action:** Chairman to look into further.

Footpath – The Chairman reported following the last meeting, he had looked further into the sign which was displayed at the footpath at Prentice Hall Lane. The Chairman advised the sign is a way for landowners to protect their land from becoming a new public footpath. This does not affect any existing footpaths but any tracks which have worn over the years cannot be designated as public footpaths.

Pavilion – The Chairman advised that he had met an Inspector from Maldon District Council to discuss the building regulations for the Pavilion. The Inspector has requested that an emergency light is installed in the corridor. Once the light has been installed, the building regulations can be signed off. The Chairman reported had he contacted Palmer Electrics and had arranged for the light to be installed the following day. This would cost approx. £150.00.

## 16. Community Concerns

Cllr Slodzik reported:

- It had been brought to his attention that there are large branches falling off the large oak tree at 53 Mell Road. The tree has a TPO.  
**Action:** Clerk to request that the Tree Officer at Maldon District Council assess the tree.
- In the recent edition of the Tribune (Issue 545), Priti Patel MP states “I am announcing shortly on progress with the A12 widening scheme and the new A120 upgrade and am making a new case for new investment in the rail services. I have already secured funds of £1 billion of investment in new rail rolling stock and in the months ahead we enter a crucial time to secure support for upgrades to rail infrastructure”.

Cllr Slodzik stated that the roads in Tollesbury needed repair and suggested that funding should be sought to get the roads upgraded.

The Clerk advised that a notice was received to advise that within 18 months or until the work has been completed from 9<sup>th</sup> November 2017 proposed works for Tollesbury are as follows:

**Location:** East Street, Tollesbury – **Extent:** From junction High Street to junction Mell Road: a distance of approximately 316m – **Diversion:** Woodrolfe Road, Thurstable Road, Hasler Road, New Road, Station Road and vice versa

**Action:** Clerk to write to our County Councillor to request that the work in Tollesbury is carried out as early as possible as the condition of the roads in the village are appalling  
- Copy to be sent to Priti Patel MP.

Cllr Nixon reported:

- Npower had been surveying the willow tree on Woodrolfe Green, which had electricity cables running through it.
- A new footpath sign is required for Prentice Hall Lane.
- The new memorial tree had been planted on Woodrolfe Green.

Cllr Bell reported:

- Cllr Bell had met with Andrew Eastham and FACT are happy to continue to empty/fill Woodup Pool for next season.  
FACT would also like to use the pool for their kayaking activities in 2018.  
Members agreed they were happy for FACT to use the pool for their activities during 2018.
- He would be attending the Tiptree Neighbourhood Forum meeting scheduled for 27<sup>th</sup> November 2017.
- He had been in discussion with Heddinghams as there had been some issues with the service. The Managing Director has agreed to attend a Bus User Group Forum and a meeting will be arranged January/February.

The Chairman reported:

- He had spoken with the Vicar, Paul Daulty, and Paul has expressed that he would be willing to become a Trustee for the Taylor's Charity.  
Paul wishes to engage with the Parish and the Chairman suggested that Paul is invited to attend a Parish Council meeting in the New Year.  
Paul also advised that there was a project called 'Four T's'.  
Cllr Thompson advised that the project is to help address isolation in Tollesbury, Tolleshunt D'Arcy, Tolleshunt Knights and Tolleshunt Major. A public event is being held on Saturday 25<sup>th</sup> November at St Nicholas Village Hall in Tolleshunt Major between 11.00am and 2.00pm and it is hoped volunteers will come forward who may be able to give some time to help tackle the issue.

## 17. Date of the next Meeting

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

Tuesday 5<sup>th</sup> December 2017 – Full Council Meeting (7.30pm)

Tuesday 5<sup>th</sup> December 2017 – Finance Committee – after main meeting.

The meeting of the Woodrolfe Hard and Marine Assets Committee scheduled for Thursday 23<sup>rd</sup> November 2017 is to be cancelled.

**Action:** Clerk to rearrange

The Chairman closed the meeting at 9.17pm.

Signed.....

Date:.....