

Present: Cllrs Goody, Lankester, Nixon, O'Donnell, Symes

In the Chair: Cllr Plater

Clerk: Michelle Curtis

1. Apologies for Absence

There were apologies of absence from Cllrs Bell, Chambers, Crees, Lowther and Slodzik.

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

2. Declarations of Interest

Cllr Nixon declared an interest as follows:

- Personal interest in respect of agenda item 15, Tollesbury and Mersea Native Oyster Fishery Company Ltd, as he is a shareholder.

Cllr O'Donnell declared an interest as follows:

- Personal and pecuniary interest in respect of agenda item 8, planning application TCA/MAL/18/00842, as he is employed by Tollesbury Surgery.

3. Public Forum

There were no members of the public present.

4. District Councillors

There were no District Councillors present.

The Clerk advised Cllr Lankester had submitted a request to the District Councillors to explain the process by which delegated powers to a planning officer to determine an application are granted by Maldon District Council. Cllr Thompson had kindly emailed a document which she had extracted the necessary information from. The Clerk advised she had circulated the document to Councillors.

Action: Clerk to thank Cllr Thompson for providing the information requested.

5. Minutes of the Meetings held on 19th June 2018

Resolved: that the minutes of the Parish Council meeting held on 19th June 2018 be approved as a true account of the proceedings of the meeting and were signed by the Chairman.

Proposed Cllr Nixon, seconded Cllr Goody.

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 £88,648.76 as at 30th June 2018.

Expenditure to date – Budget £112,573 – Actual £22,056

Income to date (including precept £41,734) – Budget £91,729 – Actual £47,138

Earmarked Funds – Closing Balance £34,220.79 – Net movement £12,056.55

The Clerk reported Cllr Lankester had donated £100 towards the purchase of withies. The funds had been allocated to the Woodrolfe Hard earmarked fund.

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

b) Payments

The items for payment totalling £6,798.27 were presented for approval (Appendix A).

Resolved: to approve payments.

c) Unity Bank

Notification of changes to the charges on the Unity Trust Account were received and noted. Effective from 4th September 2018:

Cash paid into Post Office/Bank – 50p (per £100)

Cheques paid into Post Office/Bank – 30p (per item)

The Clerk advised all cash and cheques are currently are paid into the Co-operative Bank Account.

7. Internal Auditor

Resolved: to appoint Maurice Howard to carry out the internal audit for 2018/19 at a cost of £150 per day (approx. 2 days).

8. Planning

a) Application and Decisions

Applications:

Confirmation of planning decisions made by the Parish Council outside of the meeting:

- TCA/MAL/18/00773
T1 Juniperus – Fell
12 East Street, Tollesbury
Resolved: to recommend approval of the application.
- HOUSE/MAL/18/00724 PP-07046839
Single storey extension to front with a second storey added over the garage with ancillary works internally
Ridgeways, 46 Woodrolfe Road, Tollesbury
Resolved: to recommend approval of the application.

New Applications:

- ADV/MAL/18/00576
Painted shop name on existing Edwardian fascia
Waterloo House, 2 East Street, Tollesbury
Resolved: to recommend approval of the application. Unanimously agreed.
- HOUSE/MAL/18/00793
Single/two storey rear/side extension
59 North Road, Tollesbury
Resolved: to recommend approval of the application. Unanimously agreed.

In accordance with the declaration declared, Cllr O'Donnell left the meeting.

- TCA/MAL/18/00842
T1 Sycamore – Fell
Tollesbury Surgery, 25 High Street, Tollesbury
Resolved: to recommend approval of the application. Unanimously agreed.

Cllr O'Donnell returned to the meeting.

- TCA/MAL/18/00860
T1 & T2 Sycamore - Fell
Parish Rooms, 48 Church Street, Tollesbury
Resolved: to recommend approval of the application. Unanimously agreed.

Appeals:

- None received.

Planning decisions made by Maldon District Council:

- HOUSE/MAL/18/00507 – 33 Thurstable Road – Approved
- FUL/MAL/18/00551 – Ashtec Automotive, Woodrolfe Road – Refused
- LDP/MAL/18/00495 – 3 Hope Terrace, High Street - Approved
- COUPA/MAL/18/00520 – Barn Carrington Farm, North Road – Refused
- FUL/MAL/18/00570 – Land West of Tollesbury Marina, Woodrolfe Road – Approved
- FUL/MAL/18/00569 – Tollesbury Cruising Club, Woodrolfe Road – Approved

9. Recreation Ground Monthly Inspection Report

The Monthly Inspection Report dated 17/06/18 was received. There were no issues to report.

10. Woodup Pool Safety Inspection Reports

The Inspection Reports were received and noted.

The Clerk reported the following on behalf of Cllr Bell:

- A sign at Woodup Pool had been vandalised and a quotation was being obtained.
- The bin lid is broken – Clerk had requested a replacement bin.
- The pool clean-up went well.
- There had been a number of complaints regarding dogs on the beach area – The Clerk had reported this to the Community Protection Officers (CPOs) to ask them if when carrying out their patrols at the pool, if they see dogs around the pool area, they remind people that dogs are not allowed at the pool.
- The repairs to the BBQ will be carried out once the weather has cooled down.
- Cllr Bell and the Clerk had spoken to the ice-cream vendor and advised him that there was no trading at the pool. Cllr Bell suggested that if the vendor felt strongly about it, he should present himself to the Parish Council.

11. Parking Woodrolfe Hard

The Clerk reported that there had been a number of complaints regarding parking on and around Woodrolfe Hard. A patrol by the CPOs was arranged for Sunday 8th July 2018 and 3 Penalty Charge Notices were issued.

Resolved: to arrange for a further weekend patrol to be carried out as soon as possible.

12. Woodrolfe Green

Resolved: to accept the quotation from Bonz (Ref 5154) for £440 to install 12 posts around the car park at Woodrolfe Green. If additional holes were required, there would be a cost of £36 per hole.

Action: Clerk to confirm that the posts are installed 2m apart, 800mm deep and that the excess soil is removed.

The Chairman reported that when Cllr Nixon and himself had met at Woodrolfe Green to discuss the installation of the posts, they had discussed the possibility of moving the recycling bins which would provide approx. 3 additional parking spaces.

Action: The Chairman and Cllr Nixon to look into options.

13. Streetlighting

The 5-year streetlight maintenance agreement with A & J Lighting is due to expire on 12/08/18.

It was noted that the contract referred to the old light units.

Action: Clerk to ensure that the new LED units are covered in the contract and that the contract is updated. To be reconsidered at the next meeting.

14. St Marys Church/PCC

It was reported that St Marys Church/PCC are no longer able to use Tollesbury Hall to host the Annual Church Fete.

Councillors were, in principle, supportive of allowing St Marys Church/PCC to use an area of the Recreation Ground and the organisers should contact the Parish Council nearer the event to agree date/area etc.

15. Tollesbury and Mersea Native Oyster Fishery Company Ltd

The Parish Council agreed, in principle, to support the Tollesbury and Mersea Native Oyster Fishery Company in their application to renew their Several Fishery Order but they should be mindful of the yachting community and their obligation to allow the yachtsman to continue to anchor as part of their customary right of free public right of navigation including Thirslet Creek.

16. Sewerage

a) Sewerage Pollution – Woodrolfe Creek

Cllr Lankester reported that it had been brought to his attention by a resident that whilst she was paddle-boarding, she found herself in a slick of raw sewerage and she believed this came from the houseboats on Atkinsons.

Action: Cllr Lankester to advise resident to contact the Fairways Committee who administer the houseboats on Atkinsons.

b) Combined Sewerage Outfalls (CFOs)

Cllr Lankester reported that on a recent TV programme, Countryfile, it was revealed that two-thirds of CFOs are not monitored. The Government has recently produced a document 'Surface Water Management – An Action Plan July 2018'. The Clerk confirmed she had circulated the document to members,

Cllr Lankester advised he had contacted Sarah Turbutt, Maldon District Council, who had written to the Environment Agency and was waiting for a response.

17. The Maldon & Blackwater Estuary Coastal Community Team

The Minutes of the AGM held on 19th June 2018 were received and noted.

18. Tollesbury Youth

It was agreed to defer this item to the next agenda when Cllr Chambers was present.

19. Police

The police reports were received. It was noted there was one incident reported for Tollesbury (theft of vehicles registration plates – New Road).

The Clerk reported she had received a response from Essex Police regarding the incident in The Chase. Essex Police advised that they were unable to discuss the incident due to data protection and human rights legislation.

20. Administration

Bradwell B – The Clerk reported a meeting had been made with representative/s from Bradwell B on Tuesday 7th August 2018 at 7.00pm.

Woodrolfe Hard and Marine Assets Committee Meeting – Clerk had sent out a Doodle to the Committee. A meeting will be held on either 13th or 20th September 2018.

RSPB – Kieren Alexander, Site Manager – RSPB, would like to invite the Parish Council for a site meeting or possibly Kieren attending a Parish Council meeting to discuss the hydrological project prior to submitting a planning application.

Action: Clerk to arrange for Cllr Nixon to arrange a site meeting.

Action: Clerk to invite Kieren to the Parish Council meeting on 4th September 2018.

Actions outstanding from previous meeting:

Speeding TruCam – Clerk still to arrange meeting with Adrian Rayner and Trevor Stubbing.

Tollesbury Harbour Project Meeting – Chairman still to arrange.

21. Community Concerns

Cllr Nixon reported:

- It had been over a year since the Tollesbury Wick Management Committee, of which he is the Parish Council Representative, had been held. Cllr Nixon was aware there had been a number of organisational changes.

Action: Clerk to write to Mark Alton regarding Tollesbury Wick Management Committee and Essex Wildlife Trustees.

The Chairman reported:

- He had attended the Tollesfest Event on behalf of the Neighbourhood Plan Committee to handout draft policies.

The Chairman stated that the Tollesfest event was very successful providing an excellent day for families in the village.

Action: Clerk to write to John Hill and his team to thank them for an exceptionally good day.

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.

22. Employment Matters

[REDACTED]

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.

23. Date of the next Meeting

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

Tuesday 7th August 2018 – Full Council Meeting (8.00pm)

The Chairman closed the meeting at 9.50pm.

Signed.....

Date:.....