

Present: Cllrs Bell, Cole, Chambers, Lankester, Legg, Lowther, St Joseph

In the Chair: Cllr Plater

Clerk: Michelle Curtis

Also Present: District Councillor Bamford and Thompson
Roy Clare – Tollesbury Volunteers
3 Members of the public

1. Resignation

The letter of resignation from Cllr Nixon was received and noted. Cllr Nixon had advised at the previous meeting of the Parish Council that he was resigning with immediate effect.

The Parish Council expressed thanks to Cllr Nixon for all his hard work over the years serving on the Parish Council. Cllr Nixon will be greatly missed.

2. Vice-Chairman

To be deferred until the Parish Council Meeting on 7th July 2020. Cllr Bell would remain, Vice-Chairman, until the next meeting.

3. Apologies for Absence

There were no apologies for absence, all members were present.

4. Declarations of Interest

The Chairman disclosed interests as follows:

- Personal and prejudicial interest in respect of agenda item 12, Planning Application FUL/MAL/20/00361, as his Company Plater Claiborne are the Agent for the Application.

5. Public Forum

There were no comments from the Members of the public.

6. District Councillors

Councillor Bamford reported:

- Maldon District Council (MDC) are now holding virtual Council meetings.
- Concerning Woodup Pool, she had received an email from MDC regarding the fees for the water testing and they have agreed there will be no charge for this year but are considering future fees.

Action: Clerk to forward the annual costings for the running of Woodup Pool to Cllr Bamford.

The Chairman reported that Cllr Lowther, the Clerk and himself had met virtually with Hannah Wheatly and Gill Gibson from MDC to discuss their proposal to pass on the fees for the water testing to the Parish Council. Cllr Bamford then requested a meeting with Richard Holmes, Director of Service Delivery and Head

of Paid Services – MDC, to discuss this further. A meeting was due to be arranged but Cllr Bamford has since spoken to Richard Holmes to put forward the Council case that these fees should be paid by MDC as the residents of Tollesbury currently pay on average £4k per annum for the running of Woodup Pool.

- MDC is replying to the Bradwell B consultation in conjunction with Essex County Council (ECC). Cllr Bamford requested a copy of any representation that Parish Council makes to the proposal.

7. Tollesbury Volunteers – COVID19

7.1 Tollesbury Volunteers

Roy reported:

- Overall the levels have reduced for assistance but there is a high level of reassurance.
- An application was submitted to the Community Foundation to provide Tollesbury School with devices to allow students, who do not have such facilities at home, access to online educational online lessons. Unfortunately, the application was unsuccessful. The Taylors Charity has asked the School to come back with a bid for a grant and the Charity will consider the application. The Charity will try to recover any expenditure via a fundraiser.

The Chairman advised that to date, the Parish Council has spent £834.53 (excluding VAT) on items for COVID19 including telephones, subscriptions, leaflet printing.

7.2 Signage Payments

Resolved: to purchase signage as follows:

Allotments - x1 (A2) – 2m social distancing guidelines
Cemetery – x1 (A2)
Recreation Ground – x3 (A2)
Woodrolfe Green Car Park – x1 (A2)
Bus Shelter – x1 (A4) – cautionary signs

The cost for the signs as follows: A2 - £17.50 each and A4 - £12.75 each.

It was noted that the social distancing guidelines may change in the future and the signage would need to be reviewed accordingly.

A resident left at the meeting.

8. Minutes of the Meetings held on 5th May 2020

Resolved: that the Minutes of the Parish Council Meeting held on 5th May 2020 be approved as a true record of the Meeting. Proposed Cllr Lowther, seconded Cllr St Joseph. Unanimously agreed.

The Minutes would be signed by the Chairman as soon as possible.

9. Finance

9.1 Monthly Financial Report

The Financial Report was presented to the Council.

Councillors received the following monthly financial reports:

Bank Reconciliation – Closing balance of £102,659.71 as of 31st May 2020.

Expenditure to date – Budget £93,256 – Actual to date £11,525

Income to date – Budget £93,256 (including Precept £85,204) – Actual to date £45,592

Earmarked Funds – Closing Balance £34,053.61 – Net movement -£11,974.17

The Chairman will sign the Report as soon as practical.

9.2 To approve Payments

Payments

The items for payment totalling £5,559.65 were presented for approval (Appendix A).

Resolved: to approve payments and make online payments.

10. Committees and Representatives

Councillors agreed the members of Committees as follows:

Environment and Amenity Committee: Cllrs Lankester, Lowther, Plater (one vacancy)

Finance Committee: Cllrs Bell, Cole, Plater (one vacancy)

Recreation Ground Committee: Cllrs Chambers, Cole, Lowther, St Joseph

Woodup Pool Committee: Cllrs Bell, Chambers, Lowther

Non-Councillors: A Eastham

Neighbourhood Plan Committee: Cllrs Lankester, Plater and St Joseph

Non-Councillors: D Hillyer, S Lewington, G Norton, S Palmer, S Smith

Woodrolfe Hard and Marine Assets Committee: Cllrs Bell, Lankester, St Joseph, Plater

Non-Councillors: A Eastham and B Parmenter

Representatives:

Fairways Committee – To be agreed

Tollesbury Wick Management – To be agreed

Community Policing – To be agreed

Transport Representative – To be agreed

Mersea Harbour Protection Trust – Cllr Plater

It is hoped that when new Councillors fill the current vacancies on the Parish Council, they will fill the vacant Committee positions.

11. Standing Orders

Resolved: to amend the standing orders as follows:

To include the introduction as per the NALC template in the Standing Orders

To amend item 3v to: Quorum

No business may be transacted at a meeting unless at least one-third of the whole number of members of the Council are present and in no case shall the quorum of a meeting be less than four.

See standing order 4d(viii) below for the quorum of a committee or sub-committee meeting.

To amend item 3x

A meeting shall not exceed 3 hours unless these are extenuating circumstances. If the business is not concluded, a date shall be identified for the outstanding business to be discussed.

12. Planning

Applications are circulated to all Councillors with the agenda, for study ahead of the meeting. Planning documents are also available for everyone to view on Maldon District Council's website (www.maldon.gov.uk).

– Applications:

In accordance with the declaration disclosed, the Chairman left the meeting (via the Zoom waiting room). Cllr Bell, the Vice-Chairman, took the chair.

Application No: FUL/MAL/20/00361 PP-08607717

Proposal: Construction of gabian wall to the boundary of car park

Location: The Yacht Harbour Woodrolfe Road Tollesbury

Resolved: to recommend approval of this application. Unanimously agreed.

The Chairman returned to the meeting and took the chair.

– Appeals: None received

– Planning Decisions:

FUL/MAL/20/00060 - Gorwell Hall Cartlodge Tollesbury Road - Refused

The Clerk reported that the planning applications FUL/MAL/20/00215 and LBC/MAL/20/00216 for Bohuns Byre Church Street had been withdrawn.

– Planning Appeal Decisions: None received

– Tree Preservation Orders for information:

TPO No. 07/20

Location: Land to the rear of Mell Road, Tollesbury

13. Committees

13.1 Recreation Ground Committee

13.1.1 Update from the Recreation Ground Committee

The Clerk reported:

- The new Contractors had put weedkiller and fertiliser on the Recreation Ground. The Clerk advised she had received several positive comments from residents regarding the improvements to the Recreation Ground.
- The men's Sunday football team wish to start football training that weekend (abiding to the 2m social distancing guidance and in small groups). The Sunday team would also like to start friendly matches mid-July, subject to government guidance.
- As the 2020 event has been cancelled, Tollesfest has requested permission to use the Recreation Ground on 10th July 2021 for their event.

Resolved: for Tollesfest to use the Recreation Ground for the village event on 10th July 2021.

- The Tree Survey of the Recreation Ground would be carried out on Thursday 4th June 2020.
- It appears that a resident is collecting dog waste from their private property and leaving it in bags outside one of the litter bins on the Recreation Ground (entrance near St Johns Court). The litter collectors will only take what is in the bin and not anything outside. Cllr Lowther had kindly removed the bags that had been dumped outside the bin.
Action: Clerk to order some signs to put on the bin to advise residents not to leave bags of rubbish outside the bin.
Action: Clerk to also put a note of Facebook.
- There have been reports from residents that a group of youth are regularly hanging around the Recreation Ground taking drugs.
Action: Clerk to report the Community Protection Officers and the Police.

Cllr Lowther reported:

- The Saturday Football Team and Junior Football Teams are waiting on guidance from the FA to recommence training/matches. The juniors will likely be able to start training soon and the pitches will need marking out within the next 3-4 weeks.

13.1.2 Monthly Inspection Report

The Monthly Inspection Report dated 01/06/2020 was received. There were no issues to report.

13.1.3 Goal Sockets

Resolved: to accept the quotation from D Wallace for £325.00 to remove the six unused goal sockets and fill.

13.2 Environment & Amenity Committee

13.2.1 Update from the Environment & Amenity Committee

The Clerk reported that the planter at the Bus Shelter at the Square had now been moved.

The Clerk reported that she had been contacted by several residents who had commented that there had been a significant improvement to the upkeep of the Cemetery.

The Clerk advised that during the bank holiday weekend, the parking area at Woodrolfe Green was full which resulted in visitors parking on the grass and up Woodrolfe Road.

13.3 Woodrolfe Hard and Marine Assets Committee

13.3.1 Update from the Woodrolfe Hard and Marine Assets Committee

Clerk to schedule a virtual Committee Meeting to discuss the maintenance works required for the channels. Clerk to invite Tollesbury Marina, Tollesbury Sailing Club and FACT to the meeting.

13.3.2 Replacement Mooring Chains

Resolved: to accept the quotation from Eyemarine for £317.56 for replacement mooring chains on Woodrolfe Hard.

13.4 Woodup Pool

13.4.1 Update from the Woodup Pool Committee

The Clerk reported that Gamart Engineering had carried out their annual inspection of the sluice gate and advised that it will need replacing in the near future. The estimated cost of replacement is between £10,000 - £15,000.

The Clerk reported that she had been advised by some residents that people were ignoring the signs advising that the pool, including the beach area, was closed and were still visiting the pool.

Cllr Lowther advised that he had removed the BBQ grills, put barrier tape up at the pool and will be putting up some larger signs advising the pool is closed.

13.4.2 Water Testing

Update provided under item 6 – District Councillors

13.5 Neighbourhood Plan

13.5.1 Update on the Neighbourhood Plan

The Chairman advised that the document is still with MDC who are carrying out a screening with statutory bodies so we are still waiting for feedback from MDC.

Action: Clerk to contact MDC to request an update on the status of the Tollesbury Plan.

13.5.2 Neighbourhood Plan Update – COVID19

The Clerk had forwarded an update received from MDC to Councillors which states that due to changes from Government with no referendums being held until 2021, this will result in a delay to the Parish Council referendum.

13.5.3 Pre-Submission Consultation

The email from a resident was received and noted.

14. 'The Hangout' - Youth Group

Cllr Chambers reported that there had been a delay in the opening of 'The Hangout' due to COVID19. The Essex Youth Strategy Group were meeting that evening and would be considering options to open such groups.

15. Website

15.1 Publication of Minutes

15.2 Interactive Agendas

15.3 Uploading of Video/Audio Recordings

15.4 Website Calendar

The proposals for the above items were received and noted.

It was agreed that as the website had not been running long and needed time to settle down, no amendments would be considered at this stage. It was agreed to let the website run for approx. 5-6 months and then consider any changes and the cost implications for such changes.

It was also noted that due to COVID19 the Parish Clerk was yet to receive her training and Phelan Barker were still managing the website on behalf of the Parish Council.

16. Bradwell B

The Clerk advised that the consultation period for Bradwell B ends on 1st July 2020. At a previous meeting, the Parish Council agreed that they would like to meet with the Bradwell Team in person but due to COVID19, a personal meeting is not going to be possible. Bradwell B has offered a virtual meeting with the Parish Council.

Action: Clerk to make arrangements for a virtual meeting.

Members also felt that the consultation period should be extended in line with West Mersea Towns Council's resolution:

- 1) effective consultation with local communities is not possible in the present circumstances because of the impact of Covid-19 and discriminates against groups including the elderly and those that are disabled.
- 2) comes at a time when residents are distracted and distressed during the present coronavirus crisis
- 3) Councils and community-based bodies are unable to have public meetings to discuss responses.

Resolved:

- 1) to write to Bradwell B (BRB) to seek a deferral of Stage One of the Pre-Application consultation until effective arrangements can be put in place
- 2) write and Maldon District Council seeking a deferral for the reasons given above
- 3) urge all other local authorities in the area also to write seeking a deferment
- 4) immediate contact be made with Members of Parliament, the Leader and Chief Executive of Essex CC to call for a deferment
- 5) urges representations seeking a deferral be copied to the Planning Inspectorate.

Resolved: to have the second monthly meeting of the Parish Council (16th June 2020) to agree a response to the consultation should the consultation not be deferred as requested.

17. Police/Community Protection Officers (CPOs)

17.1 Police

The Police reports were received and noted.

17.2 CPO Report for April 2020

The report for April 2020 was received and noted.

Cllr Bell advised that Adrian Rayner, MDC, would be leaving his post and suggested that the Parish Council write to Adrian to thank him for all the support he has given to the Parish over the years.

Action: Clerk to write a letter to Adrian Rayner. Copy to be sent to Richard Holmes.

18. Administration

Vacancies – The Clerk advised that the Parish Councillor Vacancies had been advertised and to date, 5 people have made enquiries. Clerk to put up a notice to advise that any applications for the Parish Councillor vacancies need to be received by Tuesday 30th June 2020.

Prentice Hall Lane – Some residents had expressed concern regarding the track leading from Bohuns Farm to the seawall and also the track which leads from the Recreation Ground to Prentice Hall Lane. The landowner has resurfaced the track using waste material which has a high content of plastic, metal and glass waste in it which is extremely dangerous.

A Parish Councillor has advised that they have spoken to the landowner and he has advised that the material is recycled type 1 and not dumped waste so it is legitimate recycled material. The Councillor has suggested to the landowner that the Contractor walks the site and checks if there are any inappropriate inclusion. The Parish Council should also note that there is a gate to be installed at the western end of the footpath (Prentice Hall Lane) with a gap for pedestrian access. The Parish Councils attention is drawn to the fact that it is a Public Right of Way on foot but not for cyclists.

Action: to be reviewed at the next meeting.

Policies and Procedures – The Clerk advised a number of the Parish Council documents are overdue for review.

Action: Documents to be reviewed at the Parish Council Meeting on 16th June 2020.

19. Community Concerns – Information Exchange/Next Agenda Items

Cllr Lankester reported:

- The timetable displayed at the bus shelter is dated September 2019 and there is no information on the revised service due to COVID19. Hedingham had put up a temporary timetable which has gone due to the weather.
Action: Clerk to report to Hedingham.
- The public toilets are currently closed and he felt that they should now be open. The Clerk advised MDC were putting together a strategy for the opening of public convenience.

Action: Clerk to ask for an update.

Cllr Legg reported:

- It has been brought to her attention that trucks are speeding down Woodrolfe Road.

Action: Urge residents to report to ECC.

Action: Clerk to report to the CPOs and discuss speed patrols.

- The undisrupted service provided by the refuse and recycling collectors has been very good and felt that a letter should be sent to MDC to recognise this.

Action: Clerk to write to Maldon District Council to thank them for the service that they have provided during this difficult time.

20. Date of the Next Meeting

Tuesday 9th June 2020 - Recreation Ground Committee (7.30 pm) – Virtual Meeting via Zoom

Tuesday 16th June 2020 – Council Meeting (7.30 pm) – Virtual Meeting via Zoom

Tuesday 7th July 2020 – Full Council Meeting - (7.30 pm) – Virtual Meeting via Zoom

The Chairman closed the Meeting at 10.27 pm.

Signed.....

Date