



Tollesbury Parish Council

Notice is hereby given that the virtual Meeting of **TOLLESBURY PARISH COUNCIL** will be held on Tuesday 15th December 2020, via Zoom commencing at 7.30 pm, to which members of the Council are summoned for the transaction of the under-mentioned business.

M. Curtis

Michelle Curtis – Clerk to the Council

8th December 2020

Councillors: S Plater (Chairman), T Lowther (Vice-Chairman), M Bell, V Chambers, R Clare, R Cole, S Hawes, R Lankester, S Legg, J Rogers, A St Joseph

THE PRESS AND PUBLIC ARE CORDIALLY INVITED TO ATTEND

Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted however the privacy of (i) persons who object to the same and (ii) children and vulnerable adults must be respected by anonymising the identities of such.

The meeting is virtual and is being held via Zoom. If you wish to attend the meeting, please contact the Clerk who will email you joining information.

1. Apologies for Absence

To receive apologies for absence.

2. Declaration of Interest

Members are reminded that they are required to declare any Disclosable Pecuniary Interests, Other Pecuniary Interests and Non-Pecuniary Interests which they know they might have in items of business on the agenda. They are reminded that they will need to repeat their declarations at the appropriate point in the meeting and leave the room if required under the Code of Conduct. Unforeseen interests must be declared similarly at the appropriate time.

3. Public Forum

Members of the public will be given an opportunity to put forward their question(s) or statement to the Council. The Chairman will at his discretion then decide if he is able to answer the question(s) or proposes to put the item on the agenda for the next meeting.



4. **County Councillor and District Councillors**
To receive information from the County Councillor and District Councillors
5. **Minutes**
To receive and approve the Minutes of the Meeting held on 1st December 2020 #
6. **Precept and Fees 2021/22**
 - 6.1 To agree the precept for 2021/22 *
 - 6.2 To agree the fees for 2021/22 *
7. **Woodup Pool**
To consider proposal from the Woodup Pool Committee for a replacement Sluice Gate. #
8. **Planning**
Planning Applications and Decisions

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:** To consider Planning Applications received from Maldon District Council including the following.

Application No: LDP/MAL/20/01232 PP-09301906

Proposal: Claim for lawful development certificate for a proposed single storey rear extension

Location: 8 Kents Grass Tollesbury

Application No: HOUSE/MAL/20/01195 PP-09263022

Proposal: Single story rear extension

Location: 8 Thurstable Close Tollesbury

Application No: FUL/MAL/20/01220 PP-09240604

Proposal: Variation of condition 21 to approved planning permission 17/00620/FUL (The demolition of all structures and the development of 10, 2 and 3 bedroom houses with landscaping and associated works including access to the site) Amendment sought: Variation of condition 21.

Location: The Go-Ahead Group Plc 62 New Road Tollesbury

- **Appeals:** To receive notification of Planning Appeals from Maldon District Council.
- **Planning Decisions:** To note decisions made by Maldon District Council.



TOLLESBURY
PARISH
COUNCIL

- **Planning Appeal Decisions:** To note appeal decisions made by the Planning Inspectorate.

Tree Preservation Orders (TPOs): To note TPOs made by Maldon District Council.

9. Terms of Reference - Tollesbury Strategic Futures Panel

To receive background information on the Draft Terms of Reference for the Panel presented by Cllr Clare and answer any questions *

10. Administration

To receive information from the Clerk – update on current and ongoing matters.

11. Community Concerns

To receive information only or note future agenda items.

12. Dates of the Next Meetings

Tuesday 12th January 2021 - Full Council Meeting - 7.30 pm

Agenda items for consideration at the Full Council Meeting to be sent to the Clerk by Monday, 4th January 2021, at the latest.

Tuesday 2nd February 2021 - Full Council Meeting - 7.30 pm

Agenda items for consideration at the Full Council Meeting to be sent to the Clerk by Monday, 25th January 2021, at the latest.

Key: * = attached - # to follow

Clerk: Michelle Curtis

Address: 4 Valkyrie Close, Tollesbury, Essex CM9 8SL

Telephone: 01621 869039. **Email:** tollesburypc@btinternet.com

TOLLESBURY PARISH COUNCIL ACCOUNTS ANALYSIS BUDGETS 2021/22
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Payments		2019/2020 Actual	2020/2021 Budget	Actual To Date	2021/2022 Budget
Admin	Audit Fees	700.00	700.00	700.00	700.00
	Bank Charges	96.00	100.00	49.00	100.00
	Insurance	2433.00	2600.00	2559.00	2650.00
	Misc	447.00	700.00	175.00	500.00
	Office Allowance	780.00	780.00	585.00	780.00
	Photocopier	1161.00	1150.00	674.00	900.00
	Postage	29.00	40.00	23.00	40.00
	Stationery	104.00	60.00	56.00	60.00
	Subscriptions	1425.00	1350.00	1294.00	1425.00
	Telephone	398.00	450.00	363.00	600.00
	Website Maintenance	0.00	550.00	0.00	1025.00
	Training	130.00	130.00	0.00	130.00
	ADMIN TOTAL	7703.00	8610.00	6478.00	8910.00
Amenities	Allotments	721.00	500.00	443.00	500.00
	Hasler Green	1147.00	1000.00	210.00	360.00
	Misc	2234.00	700.00	188.00	700.00
	Rangers	1135.00	1000.00	308.00	1260.00
	Woodrolfe Green	1398.00	1200.00	350.00	600.00
	AMENITIES TOTAL	6635.00	4400.00	1499.00	3420.00
Cemetery	Contract	6083.00	6600.00	4333.00	6500.00
	Misc	319.00	100.00	40.00	100.00
	Skip Fees	80.00	100.00	0.00	0.00
	Water Rates	112.00	120.00	100.00	120.00
	Rates	245.00	275.00	258.00	0.00
	CEMETERY TOTAL	6839.00	7195.00	4731.00	6720.00
Pavilion	Cleaning Items	19.00	50.00	6.00	50.00
	Electricity	363.00	600.00	67.00	300.00
	Maintenance	180.00	150.00	30.00	150.00
	Water/Sewage	143.00	250.00	187.00	250.00
	PAVILION TOTAL	705.00	1050.00	290.00	750.00
Projects	Amenities	1105.00	2000.00	460.00	5500.00
	Cemetery	0.00	500.00	0.00	0.00
	Recreation Ground	20169.00	2000.00	4970.00	4000.00
	Woodup Pool	1765.00	2000.00	0.00	2000.00
	Neighbourhood Plan	10789.00	1500.00	0.00	250.00
	Website	0.00	6000.00	2916.00	2660.00
	Woodrolfe Hard	175.00	1000.00	1000.00	1000.00
	Streetlighting	504.00	0.00	0.00	0.00
	Unallocated Sum	5551.00	400.00	942.00	400.00
	PROJECTS TOTAL	40058.00	15400.00	10288.00	15810.00
Rec Ground	Contract	3455.00	3500.00	4815.00	8355.00
	Maintenance	1658.00	2200.00	1482.00	2200.00
	Pitch	0.00	500.00	376.00	500.00
	REC. GROUND TOTAL	5113.00	6200.00	6673.00	11055.00

**TOLLESBURY PARISH COUNCIL
ACCOUNTS ANALYSIS
BUDGETS 2021/22**

Payments		2019/2020 Actual	2020/2021 Budget	Actual To Date	2021/2022 Budget
Street Clean	Contract	4800.00	4800.00	3200.00	4800.00
	STREET CLEAN TOTAL	4800.00	4800.00	3200.00	4800.00
Street Light	Electricity	924.00	1000.00	618.00	1000.00
	Maintenance	699.00	700.00	568.00	700.00
	STREET LIGHT TOTAL	1623.00	1700.00	1186.00	1700.00
Wages					
	WAGES TOTAL	38803.00	38300.00	27751.00	40008.00
Woodrolfe Hard	Misc	0.00	350.00	565.00	350.00
	Rent	431.00	431.00	430.00	431.00
	WOODROLFE HARD TOTAL	431.00	781.00	995.00	781.00
Woodup	Contract	510.00	480.00	140.00	240.00
	Gen. Maintenance	227.00	750.00	456.00	750.00
	Litter Collection	213.00	350.00	0.00	350.00
	Rangers	195.00	400.00	0.00	400.00
	Telephone	437.00	460.00	242.00	480.00
	Toilets	725.00	1100.00	0.00	1100.00
	WOODUP TOTAL	2307.00	3540.00	838.00	3320.00
S137 Expend	Donations	80.00	600.00	50.00	600.00
	TCA				
	S137 EXPEND TOTAL	80.00	600.00	50.00	600.00
Other	Agency Services	3416.00	500.00	1456.00	500.00
	Advertising	180.00	180.00	65.00	180.00
	OTHER TOTAL	3596.00	680.00	1521.00	680.00
TOTAL		118693.00	93256.00	65500.00	98554.00

Receipts		2019/2020 Actual	2020/2021 Budget	Actual To Date	2021/2022 Budget
Amenities	Allotments	820.00	900.00	825.00	1000.00
Cemetery	Fees	4835.00	4500.00	5998.00	5000.00
Pavilion	Hire Charge	100.00	50.00	0.00	50.00
Rec. Ground	Pitch Fees	2545.00	1800.00	300.00	1800.00
Woodrolfe Hard	Fees	754.00	800.00	743.00	800.00
Bank	Interest	2.00	2.00	2.00	2.00
Grants/Donations		6229.00	0.00	10100.00	0.00
Agency Services		2950.00	0.00	2950.00	0.00
TOTAL		18235.00	8052.00	20918.00	8652.00

PRECEPT (Expenditure less Income) 85204.00 89902.00

TOLLESBURY PARISH COUNCIL ACCOUNTS ANALYSIS BUDGETS 2021/22
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2019/2020 Budget	2020/2021 Budget
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Recurring Expenditure

Admin	8610.00	8910.00
Amenities	4400.00	3420.00
Cemetery	7195.00	6720.00
Pavilion	1050.00	750.00
Rec Ground	6200.00	11055.00
Street Clean	4800.00	4800.00
Street Light	1700.00	1700.00
Wages	38300.00	40008.00
Woodrolfe Hard	781.00	781.00
Woodup Pool	3540.00	3320.00
S137 Expenditure	600.00	600.00
Other - Agency - Advertising	680.00	680.00
Total of Estimated Recurring Expenditure	77856.00	82744.00

Income

Amenities - Allotments	900.00	1000.00
Cemetery - Fees	4500.00	5000.00
Pavilion - Hire Charge	50.00	50.00
Rec Ground - Pitch Fees	1800.00	1800.00
Woodrolfe Hard - Fees	800.00	800.00
Agency Service	0.00	0.00
Grants	0.00	0.00
Bank Interest	2.00	2.00
Total of Estimated Income	8052.00	8652.00

Recurring Expenditure Less Income

69804.00 74092.00

Non-Recurring Expenditure

Amenities	2000.00	5500.00
Cemetery	500.00	0.00
Recreation Ground	2000.00	4000.00
Woodup Pool	2000.00	2000.00
Neighbourhood Plan	1500.00	250.00
Fencing	6000.00	2660.00
Woodrolfe Hard	1000.00	1000.00
Streetlighting	0.00	0.00
Unallocated Sum	400.00	400.00
Total of Estimated Non-Recurring Expenditure	15400.00	15810.00

Net Precept Sum

85204.00 89902.00

Council Tax - 2020/2021 - Band D
(Precept divided by Tax Base /1013.2)

84.09

Council Tax - 2020/2021 - Band D
(Precept divided by Tax Base /981.3)

91.62

Review of Fees and Charges for 2020/2021

	Actual 2019/20	Actual 2020/21	2021/22
RECREATION GROUND			
<i>(to take effect from start of 2021/22 season)</i>			
Senior Football Clubs – per match	45.00	45.00	46.00
Junior Football Club – per match (full pitch)	24.00	24.00	25.00
(9-a-side pitch)	21.00	21.00	22.00
(mini-soccer pitch)	16.00	16.00	17.00
Football Training (Evenings – use of lights)	9.00	9.00	9.00
 WOODROLFE HARD			
<i>(increases to take effect from 1st April 2021)</i>			
	<i>(all fees inclusive of VAT)</i>		
Annual Dinghy Mooring Fee	47.50	49.50	50.00
 ALLOTMENTS			
<i>(increase to take effect from 1st October 2021)</i>			
Rent per year – Full Plot	30.00	32.50	35.00
Rent per year – Half Plot	20.00	22.50	25.00
 PAVILION			
<i>(increases to take effect from 1st April 2021)</i>			
Per Session (morning, afternoon, evening)	25.00	25.00	25.00
Per Hour	10.00	10.00	10.00
Deposit (at Clerk's discretion)	50.00	50.00	50.00
Special Group Charge (on application)	p.o.a	p.o.a	p.o.a
 WOODROLFE GREEN			
Annual Rent (Baden-Powell Headquarters)	3.00	3.00	3.00

	Actual	Actual	
	2019/20	2020/21	2021/22
BURIAL GROUND (Increases to take effect 1st April 2019)			
PART 1 – INTERMENTS			
For any interment in a grave	389.60	403.00	412.00
For the interment of cremated remains in a grave	120.00	124.00	126.00
PART 2 - EXCLUSIVE RIGHTS OF BURIAL IN EARTHEN GRAVES			
Exclusive right of burial for 100 years in an earthen grave	641.60	663.00	676.80
Transfer of exclusive rights of burial	27.20	30.00	30.00
PART 3 - WALLED GRAVES AND VAULTS			
These are no longer allowed			
PART 4 - MONUMENTS, GRAVESTONES, TABLETS AND MONUMENTAL INSCRIPTIONS			
To erect or place on grave in respect of which the exclusive right of burial has been granted			
A flat stone not exceeding 7 feet by 3 feet laid flush with the ground.	230.00	230.00	230.00
A headstone or a headstone and footstone not exceeding 4 feet in height maximum	247.20	247.20	247.20
A vase not exceeding 24 inches in height	83.20	83.20	83.20
A tablet on any grave	83.20	83.20	83.20
The fees indicated for the various heads of this Part include the first inscription			
For each inscription after the first	63.20	65.00	66.00
Kerb stones or border stones are not allowed			
PART 5 - GARDEN OF REMEMBRANCE			
For the interment of ashes in a plot 3 feet by 3 feet	150.40	151.00	151.00
For the purchase of a rose tree (with maintenance for 5 years)	57.60	58.00	58.00
	plus VAT	plus VAT	plus VAT
For a plaque with inscription	88.80	90.00	P.O.A
	plus VAT	plus VAT	

BURIAL FEES FOR NON-RESIDENTS ARE DOUBLED



**Town and Country Planning Act 1990
Weekly List Of Decisions
Week Ending 4th December 2020**

HOUSE/MAL/20/01138 Tollesbury East

Single storey front and rear extensions
7 Valkyrie Close Tollesbury Essex CM9 8SL
(UPRN - 100090565144)
Mr L Swift

REFUSE for the following reasons:-

The proposed front extension, by reason of its design and depth, would result in an unsympathetic and incongruous addition to the dwelling that would result in demonstrable harm to the character and appearance of the host dwelling, the group of semi-detached bungalows of which it forms part and the locality. The development is therefore contrary to policies D1 and H4 of the approved Maldon District Local Development Plan, the Maldon District Design Guide and the NPPF

POSITIVE AND PROACTIVE STATEMENT

Town and Country Planning (Development Management Procedure) (England) Order 2015 - Positive and Proactive Statement:

The Local Planning Authority has acted positively and proactively in determining this application by identifying matters of concern with the proposal and determining this application within a timely manner, clearly setting out the reason(s) for refusal, allowing the Applicant/Agent the opportunity to consider the harm caused and whether or not it can be remedied by a revision to the proposal. The Local Planning Authority is willing to liaise with the Applicant/Agent to discuss the best course of action and is also willing to provide pre-application advice in respect of any future application for a revised development.

Officer: Annie Keen
Dated : 01/12/2020

From Cllr Clare

Background Note

The Terms of Reference for the Tollesbury Strategic

Futures Panel were drafted by Cllr Lankester and me, after discussions with the Chairman, Simon Plater.

The Panel is primarily intended to give the village an opportunity to share and exchange information about climate change and the likely impacts of climate change on Tollesbury; and to learn about options and to collate possible strategic responses.

The nomenclature proposed - "Panel" - is deliberate. The Panel is 'strategic', taking a long-term view. It is not a 'Committee', dealing with the here and now. It is not a decision-making group.

The information in the Panel's report will likely be useful to the Parish Council for other purposes, for example responding to the Neighbourhood Plan and other District and County level enquiries.

The Panel does not replace any current governance arrangements.

If approved, it will be able to involve selected experts; and also to enable participation by residents of all ages and backgrounds - especially our younger folk, for whom climate change will have the longest lasting and most profound significance.

Once the Panel has prepared its report, it would stand down.

I would be happy to field queries.