

Present: Cllrs Bell, Chambers, Clare, Hawes (7.57 pm), Lankester, Lowther, Rogers, St Joseph

In the Chair: Cllr Plater

Clerk: Michelle Curtis

Also Present: 2 Members of the public

1. Apologies for Absence

There were apologies for absence from Cllrs Cole and Legg.

2. Declarations of Interest

Cllr Lowther declared an interest as follows:

- Personal and prejudicial interest in respect of agenda item 8, planning application HOUSE/MAL/20/01195, as he has a personal relationship with the applicant.

3. Public Forum

A resident asked, once a decision had been made by the District Council on a planning application, how long do you have to wait before re-applying.

The Chairman advised that the resident needs to contact Maldon District Council or District Councillor Thompson.

4. County Councillors and District Councillors

There were no County Councillors or District Councillors present.

5. Minutes of the Meetings held on 1st December 2020

Resolved: that the Minutes of the Parish Council Meeting held on 1st December 2020 be approved as a true record of the Meeting. Proposed Cllr Lowther, seconded Cllr Clare. Unanimously agreed.

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

6. Precept and Fees 2021/22

6.1 Precept

The Draft Minutes of the Finance Committee meeting held on 2nd December 2020 were received and noted.

Cllr Hawes arrived at the meeting.

The Finance Committee proposed the precept (Appendix A) for 2021/22 of £89,902. When compared to the 2020/21 precept, this was an increase of £4,698 (5.5%), the increase is due to inflationary pressure, increased in grounds maintenance and project works.

This resulted in an increase of £7.52 per household (based on a Band D property) and this increase is partially due to a decrease in the Council Tax Base (1013.2 in 2020/21 against 981.3 in 2021/22).

Resolved: to set the precept for 2021/22 at £89,902.00. Proposed Cllr Clare, seconded Cllr Lowther. Unanimously agreed.

6.2 Fees 2021/22

Resolved: to accept the proposed fees for 2021/22 (Appendix B). Unanimously agreed.

7. Woodup Pool

Resolved: to accept the proposal from the Woodup Pool Committee (Appendix C) and accept the quotation from Gamart Engineering for £8,260 exclusive of VAT to replace the Sluice Gate and Grill at Woodup Pool. An additional £1,000 to be set-aside for contingency. Proposed Cllr Clare, seconded Cllr Lankester. Unanimously agreed.

The Sluice Gate to be funded as follows:

Balance in current Woodup Pool Earmarked Reserves	£4,967.74
Transfer on unspent funds from Woodup Pool Budget	£1,850.00
Essex County Council Locality Fund	£1,500.00
Budget 2021/22	£1,000.00
TOTAL	£9,317.74

Project Costs including contingency	£9,260.00
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Action: Clerk to request the following from Gamart Engineering:

- Full specification of work for approval by the Parish Council
- Information on guarantees; sluice and workmanship
- A photograph/video footage of the pipe during the installation

8. 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:

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

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

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

Proposal: Single story rear extension

Location: 8 Thurstable Close Tollesbury

Resolved: to recommend approval of this application. Agreed by majority.

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

Resolved: to respond to Maldon District Council as follows:

- a) We believe that this application is null and void because the decision date was 31st October 2017 and as a consequence the three-year expiry date for the permission has passed, and no material work has been carried out on the site. Therefore, the planning permission has lapsed.
Photographs of the site to also been submitted showing that no material start has been made on site.
- b) In terms of the change to the condition, which was requested on 2nd December 2020 - after the lapse - we agree that technically there has been a misinterpretation regarding the Bat Report, and the condition could be amended to state that demolition can take place between October and March. However, this is no longer relevant.

– **Appeals:** None received.

– **Planning Decisions:**

HOUSE/MAL/20/01138 – 7 Valkyrie Close - **Refused**

TCA/MAL/20/01037– Victory Recreation Ground Elysian Gardens – **Approved**

HOUSE/MAL/20/00996 – 73 North Road – **Approved**

HOUSE/MAL/20/01026 - Jubilee House 11A Mell Road – **Approved**

– **Planning Appeal Decisions:** None received

– **Tree Preservation Orders for information:** None received

9. Terms of Reference – Tollesbury Strategic Futures Panel

Cllr Clare gave an overview and had prepared a paper which had been distributed to Councillors on the background of the Tollesbury Strategic Futures Panel.

The Panel will not be a Committee of the Parish Council. The Panel will be a combination of Parish Councillors, residents and young people.

Cllr St Joseph reported that Essex County Council are doing lots of work in relation to flood defences and sea-level rise.

10. Administration

Yellow Lines

The Clerk reported that she would be meeting with Adrian Rayner, Enforcement Team Leader - South Essex Parking Partnership, on Friday 15th January 2021 at 11.00 am to discuss the proposed yellow lines.

Training

Resolved: Councillors to attend training as follows:

Councillor Training (2 days) £100 + VAT per day– Cllr Legg

Climate Crisis £50 + VAT per delegate– Cllrs Clare, Lankester and St Joseph

Cigarette Bins

Resolved: to purchase two weatherproof cigarette bins to be installed at the bus shelter costing £71.99 each

Police

The Clerk reported that Essex Police had been in contact and had suggested some dates to visit the village to give residents an opportunity to raise any concerns.

Action: Clerk to request that Essex Police attend on 30th January 2021.

Action: Once date has been confirmed, Clerk to publicise in the village.

11. Community Concerns – Information Exchange/Next Agenda Items

Cllr Rogers reported:

- Cllrs Chambers, Clare, Legg and herself had a further meeting to discuss the recent issues with young people.
- Cllr Chambers had been successful in securing the services of two youth workers who will try to attend the village once a week to engage with the young people.
- Follow up posts will be uploaded to social media platforms to keep the momentum going.
- It is intended to get the 'shareboxes' up and running (this was a previous idea by the Youth Council). This will be an opportunity for young people and adults to post concerns and information in the boxes.
- Cllr Clare is exploring a charity called 'Lads need Dads'.
- In the new year, it is hoped to engage with the local businesses to see if they can offer any help to the young people.

Cllr Chambers reported:

- Prior to Essex going into Covid Tier 3, they would have been able to open up 'The Hangout' (up to 15 people). Reopening will be considered as and when the Tier level is reduced.
- There is also funding available and it has been suggested the provision of floodlights for the skate park area.

Action: To be explored further.

Cllr Clare reported:

- There has been very good feedback on the Parish Council Newsletter which was distributed by the Tolls Vols Volunteers.
- In relation to Tolls Vols, the 3 helplines are still operating, people like to know someone is there. With the Christmas period, this will create additional loneliness and the Tolls Vols have full cover during this time. The Taylor's Charity has provided aid to another family in the village.

12. Dates of the Next Meetings

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

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

All meetings will be virtual via Zoom.

The Chairman expressed thanks to all the Councillors and our Parish Clerk for all their hard work throughout a very busy and difficult year.

Members repaid the compliment to the Chairman and Clerk for guiding the Parish Council through a tough year.

The Chairman closed the Meeting at 9.45 pm.

Signed.....

Date

Appendix A

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
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
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
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 2019/20	Actual 2020/21	2021/22
BURIAL GROUND (Increases to take effect 1 st 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 plus VAT	58.00 plus VAT	58.00 plus VAT
For a plaque with inscription	88.80 plus VAT	90.00 plus VAT	P.O.A

BURIAL FEES FOR NON-RESIDENTS ARE DOUBLED



TOLLESBURY
PARISH
COUNCIL

WOODUP POOL PROPOSAL 15/12/2020

WOODUP POOL

Following the Woodup Pool Committee Meeting on 10th November 2020, Companies were invited to submit quotations for a replacement Sluice Gate as per the attached works specification.

At the Woodup Pool Committee meeting held on 15th December 2020, the Committee discussed the quotations. Copies of the quotations are attached.

The Committee would like to propose that the Parish council accepts the quotation from Gamart Engineering for £8,260. In addition, a contingency sum of £1,000 to be set-aside.

The Parish Council has been awarded £1,500 from the Locality Fund via Councillor Durham. These funds must be spent by March 2021.

The Sluice Gate to be funded as follows:

Balance in current Woodup Pool Earmarked Reserves	£4,967.74
Transfer on unspent funds from Woodup Pool Budget	£1,850.00
Locality Fund	£1,500.00
Budget 2021/22	£1,000.00
TOTAL	£9,317.74
 Project Costs including contingency	 £9,260.00

Clerk: Michelle Curtis

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

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



**TOLLESBURY
PARISH
COUNCIL**

WOODUP AMENITY POOL SLUICE GATE

WOODUP AMENITY POOL

Context

The seawater amenity pool was opened in 1907 and has provided the village community with an open-air amenity pool during the summer months ever since. The water is refreshed every 2 weeks on Spring tides to a depth of about 7 feet.

The seawater sluice was relocated by the Environment Agency when the adjacent marina was built in 1970 and initially fitted with a Westminster Penstock. That was replaced in 2011 with the current penstock.

The current penstock is not allowing a permanent seal resulting in the gate leaking. The gate is not robust. There is also a crack in the surround which needs to be replaced.

Pictures of the pool and seawater sluice



Requirement

To remove the existing Penstock and replace with a new 600 diameter Sluice Gate. The Penstock should be manufactured and installed in accordance with BS 7775-2005 and the works carried out in accordance with "Civil Engineering Specification for the Water Industry" 6th edition.



Specifically according to the BS7775-2005:

Subject	Subclause	Requirement
Penstock type	4.2	On seating
Fixing type	3.6	Wall
Maximum static head	3.7.4	2m from penstock invert to top of water level both up and downstream
Penstock construction		Cast Iron
Stem type	3.1.6	Non-rising
Penstock operation	3.1.10	Manual
Operation function	3.4	Control penstock Operation frequency – every two weeks to coincide with spring tides
Penstock aperture	3.1.2	600mm diameter
Certificates of Conformity	6.4	Required
Fluid		Seawater
Operating environment		Coastal
Lubrication		Manual greasing
Protective coating		High performance coating system conforming to WIMES 4.01 Table 4A applied to give 15years to first maintenance.
Testing requirements		On site leakage test required
Additional supply items		Operation and maintenance manuals Hand operation Tee Key
Particular requirements		No expanding type bolts. Resin fixing. Stainless steel fixing 316 grade.

Timescales

11th December 2020 - Quotes to Tollesbury Parish Council followed by any clarifications.

14th December 2020 – Quotations to be considered by the Woodup Pool Committee with a proposal to the Full Council

15th December 2020 - Decision by Tollesbury Parish Council

Week commencing 1st March 2021 – Works to be completed



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COUNCIL

Considerations

- Tide working.
- Working in a public area (pool is closed).

Quotation

To include:

- Specification of hardware and works and costs. Please note that all materials to be approved by the client prior to ordering.
- Estimated programme of works
- Work plan and risk assessment
- Test and acceptance plan
- Guarantees
- Evidence of public liability insurance for the contractor
- References

Location

Woodup Amenity Pool
Woodrolfe Road
Tollesbury
Essex
CM9 8SE

Viewing and questions

Please contact Michelle Curtis on 01621 869039 or email tollesburypc@btinternet.com

Clerk: Michelle Curtis

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

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

From: Frank Halls and Son Ltd <info@frankhalls.com>
To: Tollesbury Parish Council <tollesburypc@btinternet.com>
Date: Dec 9, 2020 10:04:05 AM
Subject: RE: Tollesbury Parish Council - Penstock

Good morning

We are pleased to provide the following estimate for your consideration:

Specifications

To repair surrounding concrete and install new cast iron penstock at Woodup Amenity Pool

Labour & Materials - £7536.90 + VAT

Should you wish to replace the mesh grill at the bottom of penstock then this would be an additional cost:

Labour & Materials - £1192.00 + VAT

I trust this will be of interest to you and should you wish to proceed or have any further questions regarding this, please do not hesitate to contact me.

Kind regards

Clive Potter

Frank Halls & Son Ltd

Mill Lane

Walton-on-the-Naze

Essex

CO14 8PF

Tel. 01255 675596

From: Tollesbury Parish Council <tollesburypc@btinternet.com>
Sent: 13 November 2020 14:34
To: Frank Halls and Son Ltd <info@frankhalls.com>

Subject: Tollesbury Parish Council - Penstock

Hi,

Further to our telephone conversation, please find attached the Works Specification as requested.

Please confirm receipt of email.

Kind regards

Michelle Curtis

Clerk to the Council

-

Tollesbury Parish Council

4 Valkyrie Close

Tollesbury
Essex
CM9 8SL

Tel: Office - 01621 869039

Mobile - 07835 866239

Email: tollburypc@btinternet.com

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If you are not the intended recipient, you should not retain, copy or use this email for any purpose, nor disclose all or any part of its content to any other person.

From: T Dougan <tdougan@claretce.com>
To: tollesburypc@btinternet.com
CC: 'M Gray' <mgray@claretce.com>, 'Mat Peck' <mpeck@claretce.com>
Date: Dec 1, 2020 11:26:54 AM
Subject: RE: Tollesbury Parish Council - Penstock
Attachments: Q19679-Tollesbury Parish Council - Penstock replacement.pdf,
Althon 600mm ASG HDPE Penstock.pdf

Good morning Michelle,

Please find attached our quotation for the replacement penstock including design and investigation.

Also attached is the product information for the Penstock.

There might be an alternative solution to this by install a stub liner with flanged end to the existing pipeline and then bolting on a DI gate valve on to it. This is hard to say if it achieve until we actually see what we are working with but if it is there could be a possibility of a saving as it would avoid any repair to the head wall itself. Having said that there is a question to asked that the existing head wall has been investigated to make sure it is the existing penstock that is failing and the water is not entering the lagoon from around or through the structure itself?

I hope our proposal is of interest to you.

If you have any queries, please do not hesitate to contact us.

Kind regards,

Tom Dougan

Estimator

Claret Civil Engineering Ltd

Old Mission House

St Botolph's Lane

Bury St Edmunds

Suffolk

IP33 2AX

T: 01284 333222

M: 07732 603338

E: tdougan@claretce.com

W: www.claretce.com

From: T Dougan <tdougan@claretce.com>
Sent: 13 November 2020 15:57
To: 'tollesburypc@btinternet.com' <tollesburypc@btinternet.com>
Subject: Tollesbury Parish Council - Penstock

Good afternoon Michelle,

Thank you for the enquiry.

Would it be possible to arrange a site visit?

We currently have availability Wednesday afternoon around 2pm and Thursday morning around 9:30am.

If you could kindly let me know if either of those suit you?

Kind regards,

Tom Dougan

Estimator

Claret Civil Engineering Ltd

Old Mission House

St Botolph's Lane

Bury St Edmunds

Suffolk

IP33 2AX

T: 01284 333222

M: 07732 603338

E: tdougan@claretce.com

W: www.claretce.com

01st December 2020
Our Ref: TD/19679

Tollesbury Parish Council
4 Valkyrie Close
Tollesbury
Essex
CM9 8SL

Claret

CIVIL ENGINEERING LTD
Old Mission House, St Botolph's Lane
Bury St Edmunds, Suffolk IP33 2AX
Tel: 01284 333222
Email: mail@claretce.com
www.claretce.com

For the attention of Michelle Curtis,

Re: **Quotation –Tollesbury Parish Council - Penstock replacement**

Further to your recent enquiry, we confirm our price to carry out the above works in the sum of:

Design and investigations £2,397.75 plus VAT
Penstock replacement £9,414.12 plus VAT
Pipeline condition survey and report £760.00 plus VAT

Design and investigations:

Site investigation:

- Details of the existing headwall and channel to be able to draw it.
- The anticipated depth of the replacement front face which has blown.
- Details of the new penstock to allow us to detail and design the fixings.
- It would be beneficial to know what existing reinforcement is in the head wall so we can either use it or avoid it when keying in the new front face of the wall but realise this is probably not going to be possible until the opening up works has been undertaken.

To provide design and drawings for the replacement of the front face of the headwall:

- Resin fixed rebar detail.
- New face rebar details.
- Concrete spec for new areas.
- New penstock fixings.

Penstock replacement:

This price includes for the following works: -

- Mobilisation of labour, small tools and materials to site.
- Health and Safety requirements including risk assessments and method statements.
- Isolate flows to pool via air bung to pipework from mania under the road.
- Set up 3-inch pump include vehicle ramp over hose to drain the working area.
- Remove grating and set aside for reuse.
- Remove and dispose of existing sluice gate
- Remove and dispose of concrete front add on section which is blown.
- Cut out and form a rebate into the existing headwall.
- Drill and resin into place dowel bars.
- Supply cut and bend steel reinforcement.
- Recast headwall face flat with water bar around the pipework.
- Fit Althon 600mm HDPE/SS316 Penstock to new formed face with resin fittings. Reusing the existing operational system.
- Reinstate grating.
- Remove air bung and pump.
- Tidy site and hand over.

Pipeline condition survey and report:

- Two-man team and survey van equipped with CCTV survey equipment to undertaken survey of the condition of the pipeline under the road. Provide client a report of the findings and advise any repairs. To be completed while bung and pump are in place.
- We have the resources and equipment to either install patch liners or structural liner to underground pipework. This we will be an additional cost depending on findings.

All works will be carried out in compliance with the current Anglian Water specification.

Clear access to the works will be required at all times any obstacle which may delay progress would result in extra costs being incurred.

No allowance for a hazardous muck away, out of hours working, highway or traffic management costs.

Should any existing utility service be found to coincide and therefore prevent progression of the works, we confirm that we have not allowed in our price for any diversion and this would be an additional cost as would any abortive visit.

Acceptance of this quotation and your instruction to commence works will be deemed as your acceptance of our payment terms and conditions. 30 days payment. MCD and Retention will not apply.

BACS payment details:- Bank: HSBC; Sort Code: 40-23-09; Account No: 81075349, or cheques made payable to "Claret Civil Engineering Limited".

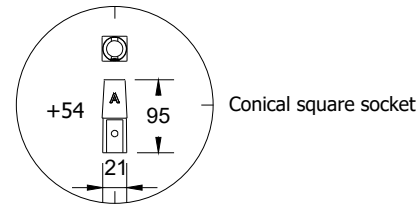
This quotation is open for written acceptance for a period of 60 days from the above date.

Should you require any further information please do not hesitate to contact the writer.

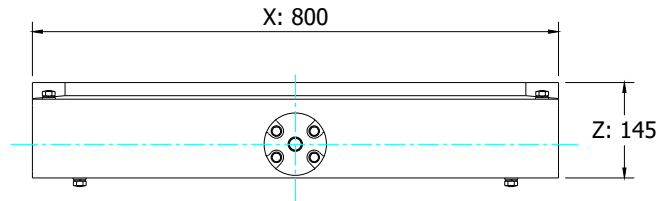
Yours sincerely,

T Dougan

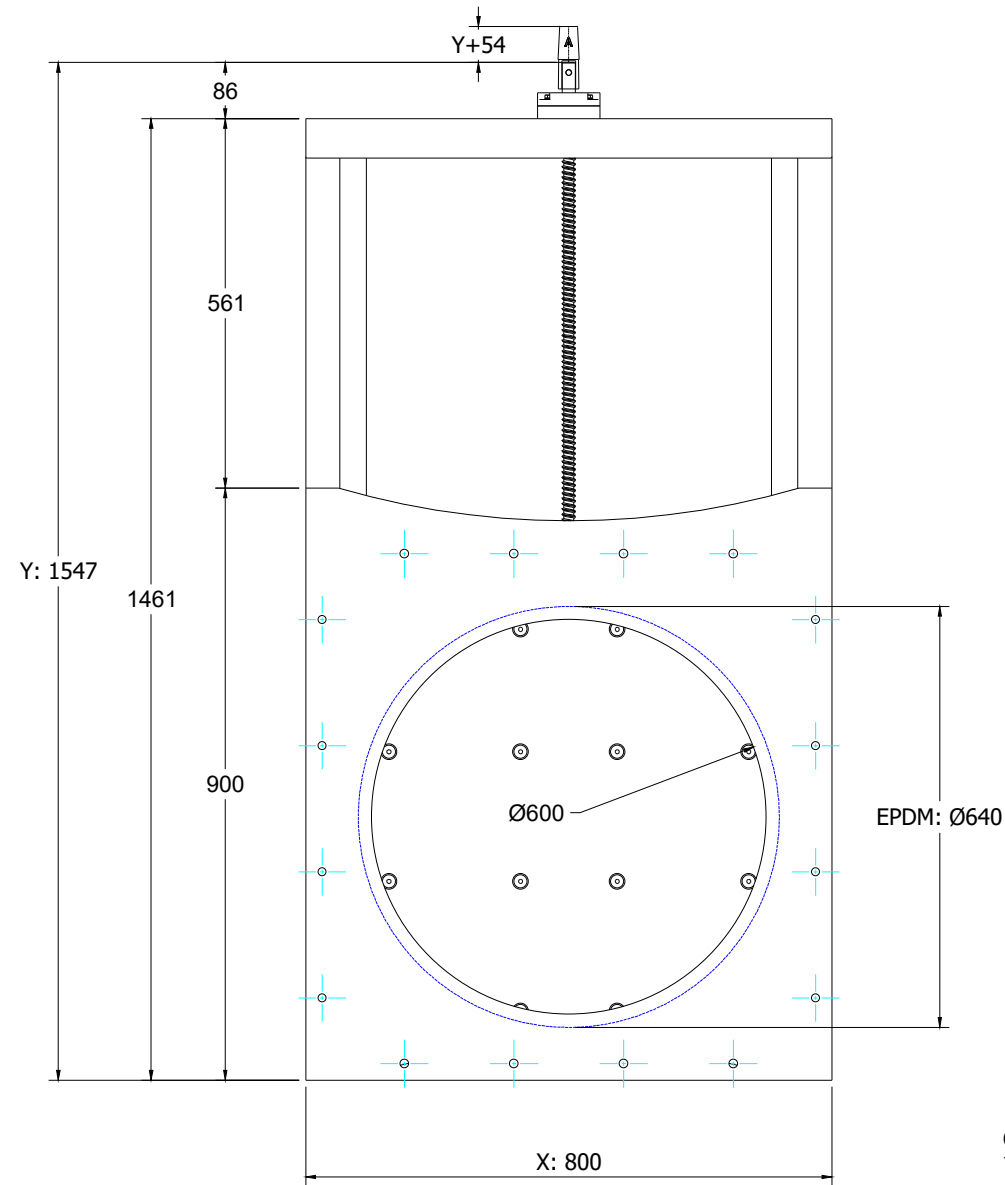
Estimator



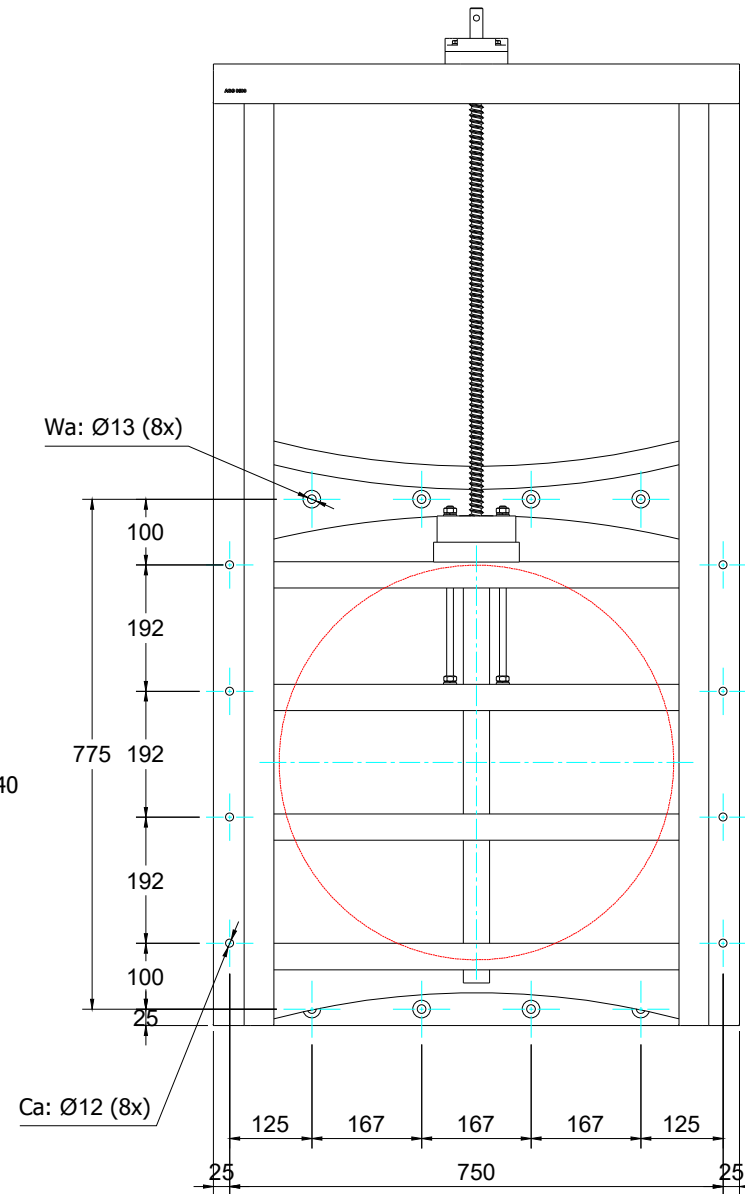
Top view



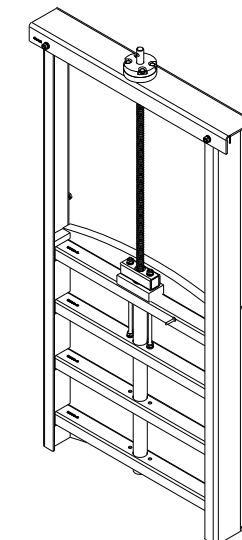
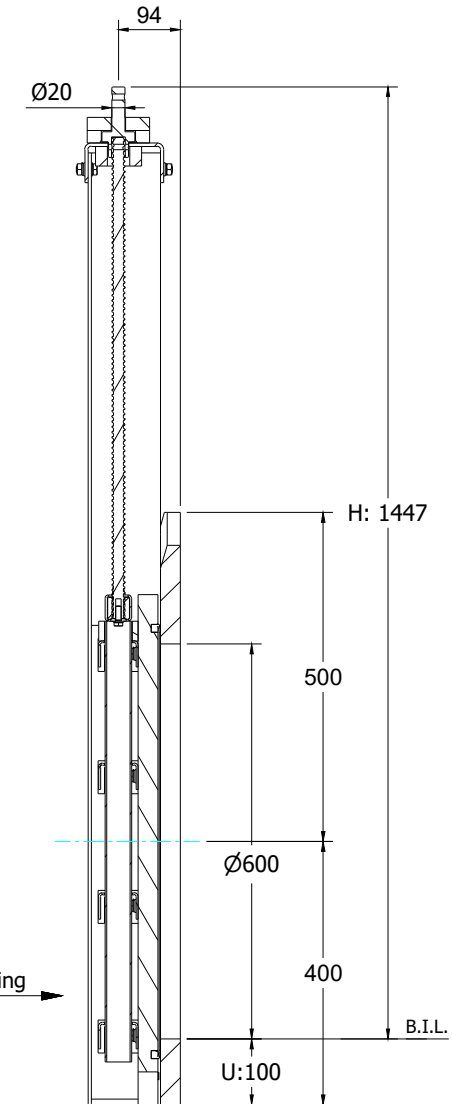
Back view



Front view



Section view



NOTES:

- The stated sizes are approximate. We advise you to measure the materials immediately after delivery before you proceed to installation.
- Please refer to our installation manual for more detailed information regarding wall mounting.

Ca = Chemical anchors (incl. capsule)
(8x) M10x165 - A4



Wa = Wedge anchors
(8x) M10x60 - A4



Althon 600 HDPE/SS316 Penstock Specification Information

Opening: Ø600mm
Standard supplied with a non-rising spindle.
It has an HDPE back plate.
EPDM lip seal between door and frame plate.
Supplied with neoprene seal between wall and frame plate.
Door made from HDPE and large penstocks will be reinforced with SS316 U-profiles.

Materials used; HDPE, SS316, EPDM, POM, Neoprene.
Max. load (on/off seating):
5 MWC from bottom invert level (B.I.L.)
Bare shaft: Ø20mm
All dimensions in mm

DO NOT SCALE DRAWING



REV NO	DATE	DESCRIPTION
<p>ADDRESS: ALTHON LIMITED VULCAN ROAD SOUTH NORWICH NR6 6AF</p> <p>TEL: 01603 488700 FAX: 01603 488598 EMAIL: sales@althon.co.uk WEBSITE: www.althon.co.uk</p> <p>PROPRIETARY & CONFIDENTIAL</p> <p>The information contained in this drawing is the sole property of Althon Limited. Any reproduction in part or as a whole without the written permission of Althon Limited is strictly prohibited.</p>		
DRAWING TITLE / PROJECT:		
Althon 600mm HDPE/SS316 Penstock C/W Fix Kit & Seal Wallmounted - Non rising spindle		
SCALE: NTS	PAPER: A3	SHEET NO: 01 OF 01
PRODUCT CODE: AMASE600	DATE: 02 - 09 - 20	WEIGHT: ± 72kg
PRODUCT NAME: Althon 600mm HDPE/SS316 Penstock		



GAMART ENGINEERING LTD

Woodrolfe Road, Tollesbury, Essex.
CM9 8SE

Telephone: 01621 869385-869440

Fax: 01621 868861

E-Mail: accounts@gamartengineering.co.uk

Website: www.gamartengineering.co.uk

TO: Tollesbury Parish Council

ATTN: Michelle

DATE: December 14, 2020

FROM: Gary Frost

E-mail:- tollesburypc@btinternet.com

N°. PAGES One

MESSAGE:

With reference to your recent enquiry we have pleasure in quoting as follows: -

Ref: Woodup Amenity Pool

To Supply & Install:-

Cast iron penstock

Make good headwall to allow good fixing of penstock to wall
(not inside of pipe)

Full specification of work will be submitted for your approval
if successful

@ £7,200.00

If you require grill to be replaced it will be an additional

@ £1,060.00

TERMS: Nett Monthly Account

CARRIAGE: Included in quotation

Please note: - Due to market instability and the occasional difficulty in obtaining steel we may not be able to guarantee specific delivery dates or hold quotations firm longer than seven days, from today's date.

The above quotation is subject to VAT at the rate prevailing at the time of invoicing.

We look forward to hearing from you in the near future.

Regards,

Gary Frost

Please note we will close for Christmas shutdown 5pm Wednesday 23rd December and re-open 7.30am Tuesday 5th January 21



WoodUp Pool Sluice Gate Quotes

	Design & Investigation	Supply & Install Gate	Total to Replace Gate	Extras? Pipeline Condition Report	Replacement of Grills	Overall Total	Comments
1 Gamart		£7,200	£7,200		£1,060	£8,260	<i>Gamarts are local and we know them well.</i>
2 Frank Halls & Son		£7,536.90	£7,537		£1,192	£8,729	<i>Comparable with Gamarts - FHS have done these before.</i>
3 Claret Engineer	£2,937.75	£9,414.12	£12,352	£760.00		£13,112	<i>Seem very thorough and professional - most expensive</i>
4			£0			£0	