



Tollesbury Parish Council

Notice is hereby given that the virtual Meeting of **TOLLESBURY PARISH COUNCIL** will be held on Tuesday 2nd March 2021, 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

23rd February 2021

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 the 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. Tollesbury – COVID-19

To receive an update from Cllr Clare on Tollesbury Volunteers

6. Minutes

To receive and approve the Minutes of the Meeting held on 2nd February 2021 #

7. Finance

- 7.1 To receive and approve the Monthly Financial Report as at the 28th February 2021 #
- 7.2 To ratify expenditure for the audit of the Parish Council website.
- 7.3 To receive and approve the Payments #

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

- 9.1 To receive an update from the Recreation Ground Committee
- 9.2 To receive the Monthly Inspection Report #

10. Environment & Amenity (Allotments, Burial Ground, Hasler Green, Woodrolfe Green, Streetlight, Dog/Litter Bins, Highways, Footpaths)

- 10.1 To receive the draft Minutes of the Environment & Amenity Committee meeting held on 9th February 2021 #
- 10.2 To consider applying for grants for tree planting projects.



11. **Woodrolfe Hard**
 - 11.1 To receive an update from the Woodrolfe Hard Committee
12. **Woodup Pool**
 - 12.1 To receive an update from the Woodup Pool Committee
 - 12.2 To consider proposal for additional works to the Sluice Gate/Flap #
13. **Neighbourhood Plan**

To receive the draft Notes of the Neighbourhood Plan Committee meeting held on 11th February 2021 #
14. **Youth Working Group**

To receive an update from the Youth Working Group
15. **Website Audit**

To receive and discuss the Parish Council website audit report #
16. **Litter and Sweep Contract**

To consider quotations for the Litter and Sweep Contract #
17. **Police/Community Protection Officers (CPO)**
 - 17.1 To receive the Police Reports (confidential) and discuss policing matters within the village to feedback to Essex Police
 - 17.2 To receive the CPO Reports for January 2021 #
18. **Correspondence**
 - 18.1 **Refill Deb Gals – Street Trading**

To receive an email regarding sustainable street trading in Tollesbury #
19. **Administration**

To receive information from the Clerk – update on current and ongoing matters.
20. **Community Concerns**

To receive information only or note future agenda items.
21. **Dates of the Next Meetings**

Tuesday 6th April 2021 - Full Council Meeting - 7.30 pm
Agenda items for consideration at the Full Council Meeting to be sent to the Clerk by Monday, 29th March 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



Town and Country Planning Act 1990
Weekly List Of Decisions
Week Ending 5th February 2021

TCA/MAL/20/01349 Tollesbury West

T1 Walnut - Reduce branch by 4m to previous pruning points. Crown lift of lower branches by 1m to provide 2m clearance above footpath.

7 Church Street Tollesbury Essex CM9 8QJ

(UPRN - 100090557570)

Mr Jeremy Heigham

ALLOWED TO PROCEED

Officer: Sophie Mardon

Dated : 02/02/2021

Town and Country Planning Act 1990
Weekly List Of Decisions
Week Ending 29th January 2021



LDP/MAL/20/01232 Tollesbury East

Claim for lawful development certificate for a proposed single storey rear extension.

8 Kents Grass Tollesbury Essex CM9 8QR

(UPRN - 100090560767)

Ms Nicole Goldsmith

APPROVE subject to the following conditions:-

The proposed development would fall within and meet the criteria of Classes A of Part 1, of Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended).

A.3 Development is permitted by Class A subject to the following condition-

- (a) The materials used in any exterior work (other than materials used in the construction of a conservatory) must be of a similar appearance to those used in the construction of the exterior of the existing dwellinghouse

Officer: Sophie Mardon

Dated : 27/01/2021

Town and Country Planning Act 1990
Weekly List Of Decisions
Week Ending 29th January 2021



HOUSE/MAL/20/01195 Tollesbury East

Single storey rear extension
8 Thurstable Close Tollesbury Essex CM9 8SH
(UPRN - 100090564912)
Mrs Clare-Louise Flower

APPROVE subject to the following conditions:-

1 **CONDITION**

The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON

To comply with Section 91(1) The Town & Country Planning Act 1990 (as amended).

2 **CONDITION**

The development hereby permitted shall be carried out in accordance with the following approved plans and documents: CF20/SU01 Rev A, CF20/PL03, CF20/PL02 Rev A, CF20/PL01 Rev A and CF20/PL00

REASON

To ensure that the development is carried out in accordance with the details as approved.

3 **CONDITION**

The materials used in the construction of the development hereby approved shall be as set out in the application form/approved drawings. The colour of the cladding to be used shall match the existing cladding on the host dwelling.

REASON

In the interest of the character and appearance of the area in accordance with policy D1 of the approved Local Development Plan and guidance contained within the National Planning Policy Framework.

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 assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework.

Officer: Hayleigh Parker-Haines
Dated : 28/01/2021

Town and Country Planning Act 1990
Weekly List Of Decisions
Week Ending 19th February 2021



HOUSE/MAL/20/01314 Tollesbury East

First floor side extension

33 New Road Tollesbury Essex CM9 8RE

(UPRN - 100090562678)

Mrs Lisa Smart

REFUSE for the following reasons:-

The proposed first floor side extension due to its scale, position, and design would result in the host dwelling appearing cramped within the application site, introducing built form into the current visual gap between No's 33 and 35 New Road. The proposed extension would therefore result in demonstrable harm to the character and appearance of the existing dwelling and the streetscene contrary with policies D1 and H4 of the approved Maldon District Local Development Plan and the guidance contained within the National Planning Policy Framework.

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 the 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: Sophie Mardon

Dated : 12/02/2021

Town and Country Planning Act 1990
Weekly List Of Decisions
Week Ending 19th February 2021



FUL/MAL/20/01120 **Tollesbury West**
Conversion of hay barn and stables to a dwelling
Land Adjacent To Ivystone Cottage Back Road Tolleshunt D'Arcy Essex
(UPRN - 010094634075)
Ms Helen Scott

APPROVE subject to the following conditions:-

1 **CONDITION**

The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON

To comply with Section 91(1) of The Town & Country Planning Act 1990 (as amended).

2 **CONDITION**

The development shall be carried out in accordance with the following approved plans and documents: 2019-267-001 Rev B and 2019-267-002 Rev B.

REASON

To ensure that the development is implemented as applied for and to meet the requirements of policy D1 of the Maldon District Local Development Plan.

3 **CONDITION**

No development works above ground level shall take place until samples of the facing material to be used, including glazing, have been submitted to and approved in writing by the local planning authority. The works must be carried out in accordance with the approved details and retained as such thereafter.

REASON

To protect the amenity and character of the area and the countryside in accordance with policy D1 of the Local Development Plan

4 CONDITION

Full details of both hard and soft landscape works shall be submitted to and approved in writing by the local planning authority prior to any works occurring above ground level at the application site. These details shall include, for example:

- I. Proposes finished levels contours
- II. Means of enclosure
- III. Car parking layouts
- IV. Hard surfacing materials

The soft landscape works shall be carried out as approved within the first available planting season (October to March inclusive) following the occupation of any part of the development hereby approved unless otherwise agreed in writing by the local planning authority. If within a period of five years from the date of the planting of any tree or plant, or any tree or plant planted in its replacement, is removed, uprooted, destroyed, dies, or becomes, in the opinion of the local planning authority, seriously damaged or defective, another tree or plant of the same species and size as that originally planted shall be planted in the same place, unless the local planning authority gives its written consent to any variation.

The hard landscape works shall be carried out as approved prior to the first use / occupation of the development hereby approved and retained and maintained as such thereafter.

REASON

To ensure that the details of the proposal are satisfactory in accordance with policies D1 and H4 of the Maldon District Local Development Plan.

5 CONDITION

Notwithstanding the provisions of Class A, B, C, D, E and F of Part 1 of Schedule 2 and Class A of Part 2 Schedule 2 of the Town & Country Planning (General Permitted Development) Order 2015 (or any Order amending, revoking or re-enacting that Order) no garages, extensions or separate buildings shall be erected within the site without planning permission having been obtained from the local planning authority.

REASON

To protect the rural character of the area in accordance with policies S8 and D1 of the Maldon District Local Development Plan

6 CONDITION

No development works above ground level shall occur until details of the surface water drainage scheme to serve the development shall be submitted to and agreed in writing by the local planning authority. The agreed scheme shall be implemented prior to the first occupation of the development. The scheme shall ensure that for a minimum:

The development should be able to manage water on site for 1 in 100 year events plus 40% climate change allowance.

Run-off from a greenfield site for all storm events that have a 100% chance of occurring each year (1 in 1 year event) inclusive of climate change should be no higher than 10/l/s and no lower than 1/l/s. The rate should be restricted to the 1 in 1 greenfield rate or equivalent greenfield rates with long term storage (minimum rate 1/l/s) or 50% betterment of existing run off rates on brownfield sites (provided this does not result in a runoff rate less than greenfield) or 50% betterment of existing run off rates on brownfield sites (provided this does not result in a runoff rate less than greenfield)

You are advised that in order to satisfy the soakaway condition the following details will be required: - details of the area to be drained, infiltration rate (as determined by BRE Digest 365), proposed length, width and depth of soakaway, groundwater level and whether it will be rubble filled.

Where the local planning authority accepts discharge to an adopted sewer network you will be required to provide written confirmation from the statutory undertaker that the discharge will be accepted.

REASON

To ensure that the details of the proposal are satisfactory and will not increase the risk of surface water flooding in accordance with policy D5 of the approved Maldon District Local Development Plan.

7 CONDITION

No development works above ground level shall occur until details of the foul drainage scheme to serve the development have been submitted to and agreed in writing by the local planning authority. The agreed scheme shall be implemented prior to the first occupation of the development.

REASON

To ensure that the details of the proposal are satisfactory and will not increase the risk of surface water flooding in accordance with policy D5 of the approved Maldon District Local Development Plan.

8 CONDITION

Full details of the access and parking arrangements shall be submitted to and approved in writing by the local planning authority. The development shall be completed wholly in accordance with the approved details, prior to the

occupation of the development hereby approved, and thereafter permanently retained.

REASON

To ensure that there is sufficient off-street vehicle parking provision in the interests of the free flow of traffic and highway safety, in accordance with Policies S1, T1 and T2 of the approved Maldon District Local Development Plan.

9 **CONDITION**

The development shall be undertaken in accordance with the terms and specifications contained within the Ecological Survey and Assessment for Ivystone Cottage Barn, Tolleshunt D'Arcy dated November 2019 which is attached to and forms part of this permission.

REASON

In the interests of biodiversity and ecology in accordance with policies D1, D2 and N2 of the approved Local Development Plan.

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 assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework.

Officer: Hannah Bowles
Dated : 12/02/2021

Town and Country Planning Act 1990
Weekly List Of Decisions
Week Ending 29th January 2021



TCA/MAL/20/01248 Tollesbury East

T1 Acacia - Remove 3 metres of branches overhanging the public bench.

T2 Group of Ivy - Cut back all overhanging branches that are hanging over the garage of the stables by 3 metres.

Tollesbury Congregational Church East Street Tollesbury Essex
(UPRN - 100091455430)

Mr Jonathan Salmon

ALLOWED TO PROCEED

Officer: Sophie Mardon

Dated : 25/01/2021

Re: Street Trading in Tollesbury



Refill Den Gals [REDACTED]

To: tollesburypc@btinternet.com tollesburypc@btinternet.com;
16/02/21 08:38

1

Dear Michelle,

I just wanted to follow up on my email from a few weeks ago about Street Trading in Tollesbury.

My friend and I have set up a Mobile Zero-Waste shop called The Refill Den and we would love to be able to offer the people of Tollesbury somewhere to buy their cupboard essentials without having to even leave the village! We stock a wide range of wholefoods including flour, pasta, herbs/spices, nuts, seeds and cleaning products, all of which is free from plastic packaging so would involve our customers bringing their jars and containers from home to refill.

Our aim is to reduce single-use plastic pollution but also to provide essentials to remote villages with little access to shops.

I spoke with Paul Culley, the greengrocer in Tollesbury, and he advised me to contact the Parish Council for approval.

We'd love to get this underway as we are planning to launch on the 27th Feb. We've secured a pitch on Saturdays from 8am-1pm at Orpen Hall, West Bergholt alongside a mobile greengrocer. And being local to the village, I thought Tollesbury would be the perfect place to offer our services!

If this could be passed onto the Parish Council for discussion we would be so grateful. We look forward to hearing from you.

Many thanks,

[REDACTED]