



TOLLESBURY
PARISH
COUNCIL

Tollesbury Parish Council

Notice is hereby given that the Meeting of Tollesbury Parish Council will be held on Tuesday 1st June 2021, in The Centre 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

25th May 2021

Councillors: S Plater (Chairman), T Lowther (Vice-Chairman), M Bell,
V Chambers, R Clare, 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.

Due to current COVID19 situation, remote access to the meeting will also be provided. If you wish to attend the meeting, please contact the Parish Clerk for further 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 Annual Statutory Meeting held on 11th May 2021

6. Finance

6.1 To receive and approve the Monthly Financial Report as at the 31st May 2021

6.2 To receive and approve the Payments

7. Internal Audit

7.1 To receive Internal Auditors Report.

7.2 To carry out a review of Effectiveness of Internal Audit.

8. Planning Applications and Decisions

8.1 Planning Applications

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).

To consider planning applications received from Maldon District Council including the following:

Application No: HOUSE/MAL/21/00458

Proposal: Demolish existing conservatory, garage and outbuildings. New single storey rear extensions and alter front boundary wall.

Location: 3 Station Road Tollesbury

Application No: TCA/MAL/21/00519

Proposal: T1 Sycamore - Fell.

Location: 6 West Street Tollesbury

8.2 Planning Applications Withdrawn

Application No: [OUT/MAL/21/00029](#)

Proposal: Construction of detached three bedroom bungalow

Location: Land Adjacent To 31 Woodrolfe Road

8.3 Planning Appeals

To receive notification of Planning Appeals from Maldon District Council.

8.4 Planning Decisions

[HOUSE/MAL/21/00127 – 1 Thurstable Road – Refused](#)
[HOUSE/MAL/21/00309 – 4 Wycke Lane – Approved](#)
[HOUSE/MAL/20/00991 – 29 East Street – Approved](#)
[HOUSE/MAL/21/00268 – 60 Station Road – Approved](#)

8.5 Planning Appeal Decisions

To note appeal decisions made by the Planning Inspectorate.

8.6 Tree Preservation Orders for information

To note TPOs made by Maldon District Council.

9. Recreation Ground

9.1 To receive a verbal update from the Recreation Ground Committee

9.2 [To receive Monthly Inspection Report](#)

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

10.1 To receive a verbal report from the Environment and Amenity Committee.

11. Woodrolfe Hard

11.1 To receive a verbal report from the Woodrolfe Hard Committee.

12. Woodup Pool

12.1 To receive a verbal update from the Woodup Pool Committee.

13. The Crown Estate

[To receive and consider letter from The Crown Estate regarding the lease to the Tollesbury Fairway Committee.](#)

14. Re-routing of Footpath

To receive feedback from onsite meeting to discuss the proposal for re-routing of footpaths 8 and 21 at Bohuns Hall Farm.

15. Queen's Green Canopy

[To consider participating in the Platinum Jubilee Community Tree Planting Project.](#)

16. Tollesbury Cemetery

[To receive letter of complaint regarding the Cemetery.](#)

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 May 2021

18. Administration

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

19. Community Concerns

To receive information only or note future agenda items.

20. Dates of the Next Meetings

Tuesday 8th June 2021 – Recreation Ground Committee - 7.30 pm

Agenda items for consideration at the Recreation Ground Committee Meeting to be sent to the Clerk by Monday, 31st May 2021, at the latest.

Tuesday 15th June 2021 – Woodup Pool Committee - 7.30 pm

Agenda items for consideration at the Woodup Pool Committee Meeting to be sent to the Clerk by Monday, 7th June 2021, at the latest.

Tuesday 6th July 2021 – Full Council Meeting - 7.30 pm

Agenda items for consideration at the Full Council Meeting to be sent to the Clerk by Monday, 28th June 2021, at the latest.

Thursday 8th July 2021 – Woodrolfe Hard Committee - 7.30 pm

Agenda items for consideration at the Woodrolfe Hard Committee Meeting to be sent to the Clerk by Wednesday 30th June 2021, at the latest.

Tuesday 20th July 2021 – Full Council Meeting – PLANNING ONLY – 7.30 pm

Tuesday 20th July 2021 – Environment and Amenity Committee - Following the Full Council Meeting.

Agenda items for consideration at the Environment and Amenity Committee Meeting to be sent to the Clerk by Monday, 12th July 2021, at the latest.

Clerk: Michelle Curtis

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

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

13 May 2021

MALDON DISTRICT COUNCIL

Princes Road
Maldon
Essex CM9 5DL

www.maldon.gov.uk



Clerk to Tollesbury Parish Council
4 Valkyrie Close
Tollesbury
Essex
CM9 8SL

Enquiries to: Hayleigh Parker-Haines
Email: dc.planning@maldon.gov.uk

Dear Sir/Madam

Application No: 21/00029/OUT
Proposal: Construction of detached three bedroom bungalow
Location: Land Adjacent To 31 Woodrolfe Road Tollesbury Essex

Further to our recent correspondence on the above application I can inform you that the applicant has decided to withdraw the application. The application will therefore no longer be considered by the Council and the application file has been closed.

Should the applicant decide to submit a further application it would be publicised in the normal way and consultations will be undertaken on the new application.

Yours faithfully



Matt Leigh
Lead Specialist Place



Town and Country Planning Act 1990
Weekly List Of Decisions
Week Ending 14 May 2021



HOUSE/MAL/21/00127 Tollesbury East

Two storey side extension
1 Thurstable Road Tollesbury Essex CM9 8SF
(UPRN - 100090564920)
Mr & Mrs Baker

REFUSE for the following reasons:-

- 1 The proposed development due to its height, depth, proximity to the boundary and design, would be an unsympathetic addition to the existing dwelling to the detriment of the character and appearance of the host dwelling and the surrounding area, contrary to policies D1 and H4 of the Maldon District Local Development Plan and the guidance contained within the National Planning Policy Framework
- 2 The proposed development would result in insufficient provision of on-site car parking which is likely to result in on-street parking to the detriment of pedestrian and highway safety and the free flow of traffic within the area, contrary to policies D1 and T2 of the 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: Hayley Sadler
Dated : 13/05/2021

Town and Country Planning Act 1990
Weekly List Of Decisions
Week Ending 14 May 2021



HOUSE/MAL/21/00309 Tollesbury East

Single storey rear extension
4 Wycke Lane Tollesbury Essex CM9 8ST
(UPRN - 100090566544)
Mr S Street

APPROVE subject to the following conditions:-

1 CONDITION

The development hereby permitted shall be carried out in accordance with the following approved plans and documents: MD2006.05, MD2006.02, MD2006.03, MD2006.04 and MD2006.06.

REASON

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

2 CONDITION

The materials used in the construction of the development hereby approved shall be as set out within the application form/plans hereby approved.

REASON

In the interest of the character and appearance of the area in accordance with policies D1 and D3 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: Amit Patel
Dated : 13/05/2021

Town and Country Planning Act 1990
Weekly List Of Decisions
Week Ending 7 May 2021



HOUSE/MAL/20/00991 Tollesbury East
Single storey side extension to rear of property.
29 East Street Tollesbury Essex CM9 8QD
(UPRN - 100090558568)
Mr Tom Johnston

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: Existing Elevations, Proposed Elevations, Floor Plans Existing and Proposed and Block Plan - Site Plan

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 to match the host dwelling.

REASON

In the interest of the character and appearance of the area in accordance with policies D1 and D3 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 : 04/05/2021

Town and Country Planning Act 1990
Weekly List Of Decisions
Week Ending 14 May 2021



HOUSE/MAL/21/00268 Tollesbury East

Two storey side extension, single storey rear/ side extension and revision to roof lines.

60 Station Road Tollesbury Essex CM9 8RB

(UPRN - 100090564604)

Mr R Snow

APPROVE subject to the following conditions:-

1 CONDITION

The development hereby permitted shall be carried out in accordance with the following approved plans and documents: MD19011.02, MD19011.03, MD19011.04, MD19011.05, MD19011.06, MD19011.07c and MD19011.08

REASON

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

2 CONDITION

The materials used in the construction of the development hereby approved shall be as set out within the application form/plans hereby approved.

REASON

In the interest of the character and appearance of the area in accordance with policies D1 and D3 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: Sophie Mardon

Dated : 10/05/2021

TOLLESBURY PARISH COUNCIL
PLAYGROUND CHECKLIST

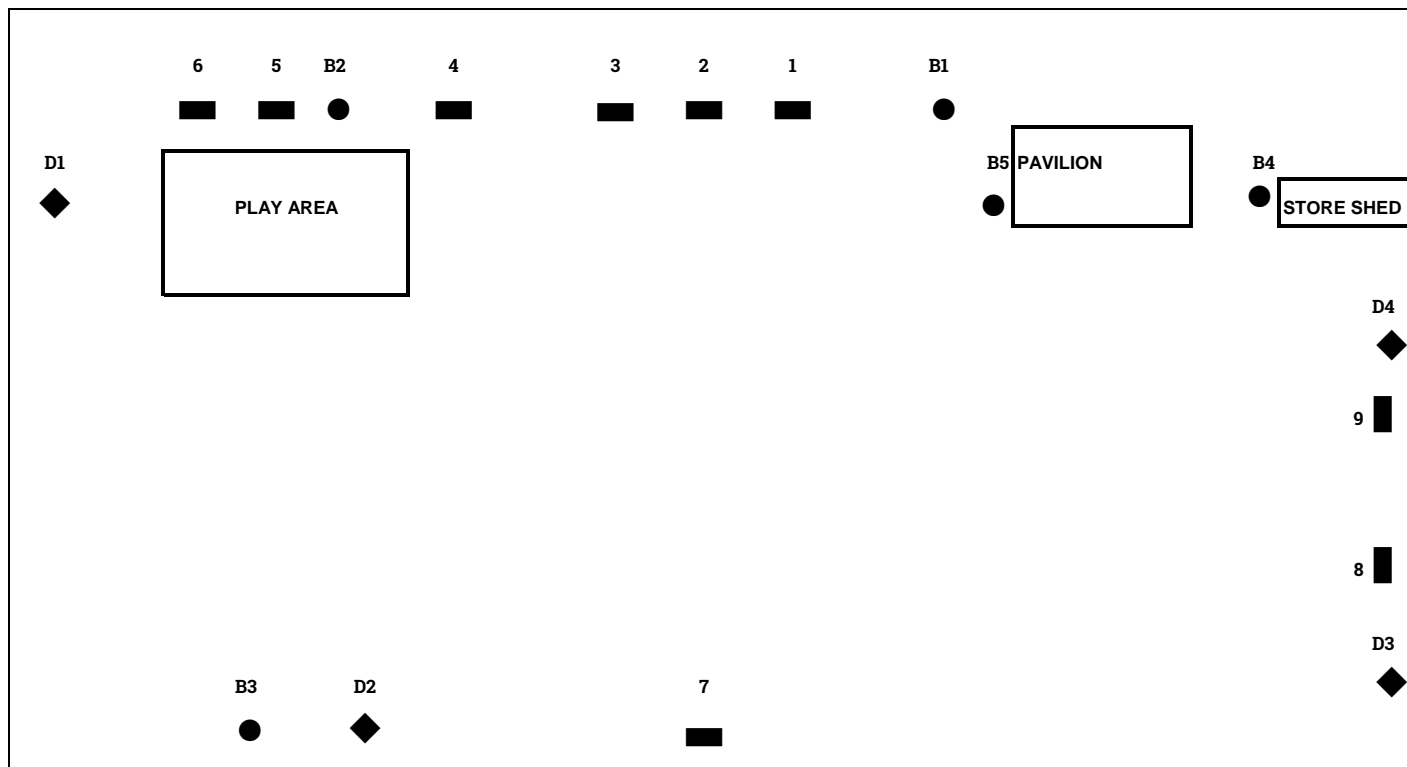
DATE OF INSPECTION: 31/05/2021

	Checked	Comments
EQUIPMENT	√	
Junior Swing	√	
Toddler Swing	√	
Snake Slide	√	
Wooden Climber Platform	√	
Tower and Slide	√	
Spinning Seasaw	√	
Igloo Climber	√	
Roundabout	√	
Zip Wire	√	Rubber on seat chain has moved down and needs to be looked at
Exercise Trial	√	
Overhead Ladders	√	
Vertical Bars	√	
Playship	√	
Chicken and Cow Springer	√	
Youth Shelter	√	
Skate Park	√	
Surfer Springer	√	
Fire Engine	√	
Fence	√	
Football Goal Posts	√	

Signed: *S J Curtis*

TOLLESBURY PARISH COUNCIL
BENCHES AND BINS

DATE OF INSPECTION: 31/05/2021



Benches

1	Ok
2	Ok
3	Ok
4	Ok
5	Ok
6	Ok
7	Ok
8	Ok
9	Ok

Dog Bins (D*)

1	Ok
2	Ok
3	Bin taped up
4	Ok

Litter Bins (B*)

1	Ok
2	Ok
3	Ok
4	Ok
5	Ok

Signed: *S J Curtis*



12 May 2021

Tollesbury Parish Council
4 Valkyrie Close
Tollesbury
Essex
CM9 8S

Dear Sirs

Lease to the Tollesbury Fairway Committee

I am appointed by The Crown Estate in relation to its coastal properties in Essex.

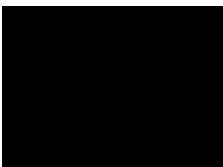
The lease to the Trustees of the Tollesbury Fairway Committee (the Tenant) expired on 31st December 2020. The Tenant is holding over and entitled to a new lease under the provisions of the Landlord & Tenant Act 1954.

The Crown Estate would be prepared to grant a new regulating lease to Tollesbury Parish Council (the Council) subject to the following conditions being met

- 1) The agreement of the Tenant to waive its right to a new lease.
- 2) The appointment of the Tenant by the Council to continue in its role as a fairway committee to maintain the fairway and grant licences for moorings to boatowners.
- 3) The Crown's cost being met.

A similar arrangement exists on the River Blackwater at Stone between St Lawrence Parish Council and Fairway Committee.


Clearly further discussion will be required but I look forward to hearing if the Council and the Tenant wish to take this further.



P D Riches

cc Ben Parmenter - Tollesbury Fairway Committee

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THE QUEEN'S GREEN CANOPY

“PLANT A TREE FOR THE JUBILEE”

WHAT IS THE QUEEN'S GREEN CANOPY?

The Queen's Green Canopy (QGC) is a unique tree planting initiative created to mark Her Majesty's Platinum Jubilee in 2022 which invites people from across the United Kingdom to **"Plant a Tree for the Jubilee."**

Everyone from individuals to Scout and Girlguiding groups, villages, cities, counties, schools and corporates will be encouraged to play their part to enhance our environment by planting trees from October, when the tree planting season begins, through to the end of the Jubilee year in 2022.

With a focus on planting sustainably, the QGC will encourage planting of trees to create a legacy in honour of The Queen's leadership of the Nation, which will benefit future generations.

As well as inviting the planting of new trees, *The Queen's Green Canopy* will dedicate a network of 70 Ancient Woodlands across the United Kingdom and identify 70 Ancient Trees to celebrate Her Majesty's 70 years of service.

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GET READY TO PLANT IN OCTOBER

18 weeks **02** Days

The best time to plant trees is from October to March.
Planting within the official planting season will optimise
the chance of trees flourishing.

1. PLAN

Learn about tree planting
season, where to plant, and
how to secure a tree.

2. PLANT

Discover tree planting “best
practice” and how to plant
your own.

3. PROTECT

Learn how you can give your
tree the best chance of
flourishing.

READ MORE (HTTPS://QUEENSGREENCANOPY.ORG/PLANTS)	READ MORE (HTTPS://QUEENSGREENCANOPY.ORG/PLANTS)	READ MORE (HTTPS://QUEENSGREENCANOPY.ORG/PLANTS)	READ MORE (HTTPS://QUEENSGREENCANOPY.ORG/PLANTS)
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PIN YOUR JUBILEE TREE

From October, you can add your Jubilee tree to The Queen's Green Canopy map. Her Majesty and The Prince of Wales planted the first Jubilee tree in the grounds of Windsor Castle in March, to mark the launch of the QGC.

EXPLORE THE MAP
([HTTPS://QUEENSGREENCANOPY.ORG/MAP-EDUCATION-HUB/QGC-MAP/](https://queensgreencanopy.org/map-education-hub/qgc-map/))



70 YEARS OF TREE PLANTING





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ABOUT US

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PLAN

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PLANT

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PROTECT

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MAP & EDUCATION HUB

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MAP

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ANCIENT WOODLAND

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PROTECTING ANCIENT WOODLANDS

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FAQS

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Michelle Curtis
Clerk to the Council
Tollesbury Parish Council
4 Valkyrie Close
Tollesbury
CM9 8SL

9th May 2021

Dear Michelle,

Re: Internment of [REDACTED] - 12 Noon 8th May 2021

I cannot begin to tell you how upset I am about the events yesterday. To arrive at the cemetery with my two sons, [REDACTED] who had taken the day off and does not get paid for this and [REDACTED] who had travelled back from London, with the casket holding my dear parents, only to discover the plot had not been prepared, was totally distressing.

Having mentally prepared ourselves for this internment, bearing in mind, Mum's funeral service was only held on 28th April, we arrived at 11.50 am and placed some flowers on my grandparents grave. We then walked over to the plot, only to find it had not been touched. To be let down in this way on such an important anniversary, is totally unacceptable. I had planned the time and date to coincide with my late Father's funeral and told you how important this was to me, because of anniversary dates my Mum had written down with a letter attached to her will.

In my email to you dated 19th April, I stated that 'my family and I will be at the cemetery just before 12 noon on Saturday 8th May and will stay 30 minutes, if that is agreeable with the contractor please'. You had confirmed with me, that the contractor would arrive in plenty of time to prepare the plot and then would return later to fill it in.

To be told that we could wait for the contractor to then prepare the plot was both insulting and insensitive. I am not sure why the contractor's wife told you she was sorry, it was the job of her husband to make sure he carried out the work at the time arranged and he who should apologize.

If a vicar forgets to arrive at a funeral service at 12 noon and the coffin has been carried into the church, would the family then be expected to either wait, or return later for the service to take place? At such a sad time, this scenario is no different.

The negligence displayed by the Contractor yesterday is alarming. I have no confidence that if I change the date to another important anniversary, the situation will be any different. My Sons and I are completely devastated.

Yours sincerely,

[REDACTED]

Enc.