

**Present:** Cllrs Bell, Clare, Rogers

**In the Chair:** Cllr Lowther – Vice-Chairman

**Clerk:** Michelle Curtis

**Also Present:** District Councillor Stephens  
2 Members of the public

**1. Apologies for Absence**

There were apologies for absence from Cllrs Plater (Chairman), Chambers, Hawes and Joseph.

**2. Declarations of Interest**

There were no declarations of interest disclosed.

**3. Public Forum**

A resident reported that the hard work to footpath 30 carried out by Essex County Council had been damaged by the Cruising Club while carrying out works to the Marina. It is a well-used footpath, and he would be grateful for the support of the Parish Council to address this issue.

Cllr Clare contacted Tollesbury Marina, who advised they would roll the area once the works had been completed.

**4. County Councillors and District Councillors**

Cllr Stephens had submitted a report for Parish Councillors (Appendix A).

Cllr Stephens reminded Councillors that she was a member of the following:

Committees

- Full Council
- District Planning
- North West Planning
- Licensing
- Performance Governance & Audit
- Investigating & Disciplinary

Working Groups

- Strategic Housing Board
- Corporate Governance Working Group

Outside Bodies

- Citizens Advice Bureau
- Maldon Museum in the Park
- Livewell Partnership Group (a campaign shared across all 13 local authorities in Essex, to collaborate on the health and wellbeing agenda and work towards achieving better

health outcomes for people across Essex)

Meet your District Councillor sessions are still running on the 1st Saturday of each month, 11.00 am -12.30 pm in the Lighthouse.

“Rolling street surgeries” underway.

Cllr Clare reported an issue with the food waste collections, he had raised this with Maldon District Council as the food waste had not been collected for over two weeks.

**Action:** Cllr Stephens to follow up with Maldon District Council.

Councillors agreed that the information received from Cllr Durham when he was able to attend the virtual meetings was informative, and it was good to build a working relationship. It would be appreciated if Cllr Durham could submit a monthly report to the Parish Council.

**Action:** Clerk to speak to Cllr Durham.

## 5. Minutes of the Meetings held on the 21<sup>st</sup> September 2021

**Resolved:** the Minutes of the Parish Council Meeting held on 21<sup>st</sup> September 2021 be approved as a true and accurate record of the meeting. Proposed Cllr Clare seconded Cllr Rogers. Unanimously agreed.

The Vice-Chairman signed the Minutes.

## 6. Finance

### 6.1 Monthly Financial Report

The Financial Report as of the 30<sup>th</sup> September 2021 (Appendix B) was presented to the Council.

Councillors received the following monthly financial reports:

**Bank Reconciliation** – The closing balance of £74,879.15

**Expenditure to date** – Budget £98,554 - Actual to date £46,898

**Income to date** – Budget £98,554 (including Precept £89,902) – Actual to date £48,065

**Earmarked Funds** – Closing Balance £26,833.88 – Net movement -£12,253.33

The Clerk also presented a 6 monthly review.

**Resolved:** to approve the Financial Report. Unanimously agreed.

The Vice-Chairman signed the Reports.

### 6.2 Expenditure – Woodrolfe Hard

**Resolved:** to ratify expenditure of approx. £180 plus VAT for additional stone for improvement works at Woodrolfe Hard. Unanimously agreed.

### 6.3 Payments

The items for payment totalling £10,260.61 were presented for approval (Appendix C).

**Resolved:** to approve payments and make online payments.

## 7. External Audit

The Clerk advised that Section 3 – External Auditor Report and Certificate 2020/21 had been received from the PKF Littlejohn. The External Auditor reported the following:

“On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority: The smaller authority has confirmed that it has not complied with the governance assertion in Section 1, Box 3, but it has provided the appointed auditor with an adequate explanation for non-compliance and details of the actions necessary to address weaknesses identified.”

## 8. Planning

### Planning Applications

**Application No:** HOUSE/MAL/21/00958

**Proposal:** Two storey rear extension

**Location:** 2 New Road Tollesbury

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

**Application No:** HOUSE/MAL/21/00661 PP-09954932

**Proposal:** Two storey rear extension

**Location:** 49 North Road Tollesbury

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

The Clerk reported that Lewis & Scott had provided the additional information for the planning application for the land north of 48 Woodrolfe Road. The information had been circulated to Councillors. Maldon District Council has agreed to extend the consultation period for this application until the end of the month.

**Action:** Clerk to arrange a meeting with Lewis and Scott before the 19<sup>th</sup> October 2021 when the Council will reconsider the application. If a meeting cannot be arranged before this date, an extraordinary meeting will be set to consider the application.

## 9. Recreation Ground

### 9.1 Verbal Update from the Recreation Ground Committee

The Vice-Chairman reported:

- The football season is underway.
- The new flag is up on the Pavilion.
- Bonz has put up the new playground signs.
- The junior football teams have requested a set of keys to access the store shed. In the past, the Parish Council has not allowed football teams to hold a set of keys, and this will be discussed further by the Recreation Ground Committee.

### 9.2 Goal Sockets

**Resolved:** to accept the quotation from D W Maintenance for £526 to remove all the sockets and reposition two sockets for a single goal for football training. Unanimously agreed.

### 9.3 Monthly Inspection Report

The Monthly Inspection Report dated 26/09/2021 was received. There were no new issues to report.

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

### 10.1 Verbal Update from the Environment and Amenity Committee Meeting

It was reported that some Councillors had met with Bonz and an allotment tenant to discuss the various works that were required.

Cllr Bell reported:

- The pothole in Church Street, which is very dangerous, is still outstanding for repair.

Cllr Clare reported:

- The leaning sign by Woodrolfe Hard is still awaiting repair.

The Clerk advised she had reported both issues to Essex County Council. They did not meet the criteria for immediate repair, so she forwarded the information to Cllr Durham and requested that he progress on behalf of the Parish Council.

**Action:** Clerk to follow up with Cllr Durham.

### 10.2 Various works at the Allotments

**Resolved:** Unanimously agreed to accept the quotation from Bonz to carry out various works at the allotments as follows:

Item No.	Description and cost
1.	Supply and fit three angle iron posts from the allotment gate, fix with cable ties to steel mesh supplied by allotment tenant total length approx. 3.950mtrs - £80
2.	Flail down the north side of the south boundary to the start of the water butts and the first 50 metres of the north side of the path, dispose of grass cuttings - £130
4	Face back only of hedge from plot 20 to the start of the fence on the west side by approx. 1 metre and dispose - £120
5.	Face back hard the west side of the East boundary hedge and clear the ivy over the north gate and dispose of same - £385.
6.	Flail approx. 1 metre in, alongside the lane from south gate to north gate - £20

With regards to item no. 3 - Take back approx. 1 metre of the overhanging oak trees (X3) and dispose - £120 – Councillors felt that the trees needed to be cut back further; otherwise they would need to be cut back the following year.

**Action:** Clerk to request a quotation from Bonz to cut the overhanging oak trees back further.

**Resolved:** to accept the quotation from Bonz to cut the oak trees back

further, providing the cost was no more than £200. Unanimously agreed.

## 11. Woodrolfe Hard

### 11.1 Verbal Update from the Woodrolfe Hard Committee

No new information to report.

## 12. Woodup Pool

### 12.1 Verbal Update from the Woodup Pool Committee

The Vice-Chairman reported:

- The season was now closed.
- Some bricks had come loose on the BBQ, and the BBQs needed to be repaired
- The Committee would be meeting for an end of season review.

Cllr Clare reported that he had received good feedback from residents regarding the pool, and a number of residents had commented that they were happy that the toilets were there until the end of September.

### 12.2.2 Woodup Pool Social Media Page

The email received by a resident was received and noted.

The Vice-Chairman gave an update on why the decision had been taken to unpublish the Woodup Pool Facebook page.

All Councillors agreed that the website and all social media should be operated from one account and managed by the Parish Clerk.

**Resolved:** to give the resident admin access to the Woodup Pool Facebook page to take any photos they wished to keep and upload to the Tollesbury Archive Facebook Page.

Once all photos had been obtained, the Woodup Pool Facebook page would close.

The resident, who was present at the meeting, stated he was happy with the arrangement and offered help to the Parish Council for future fundraising events.

The resident left the meeting.

## 13. Remembrance Parade

**Resolved:** to approve the Risk Assessment for the Remembrance Parade on 14<sup>th</sup> November 2021. Unanimously agreed.

## 14. Website

The report following the audit of the Parish Council website was received and noted.

The Clerk reported that she had spoken to Phelan Barker, Website Developer, regarding the two items raised in the report. Phelan Barker advised that, unfortunately, they cannot adjust the filter in the documents plug-in, but this can be mentioned in the Accessibility Statement. The colour contrast for Woodup Pool can be improved upon, and Phelan Barker will fix that issue.

Except the two items stated above, the website now complies with Web Content Accessibility Guidelines (WCAG) 2.1 level A compliance and partially passes WCAG 2.1 level AA.

**Action:** Clerk to speak to Phelan Barker regarding updating the Website Accessibility Statement.

## 15. Police/Community Protection Officers (CPOs)

### 15.1 Police

The Police Reports (confidential) were received and noted.

### 15.2 CPO Report for August 2021

It was noted there were 6 VMOs (Vehicle Move-Ons) and 3 PCN (Penalty Charge Notice) issued during the August patrols.

The Clerk reported that the CPOs had carried out a TruCam patrol in Woodrolfe Road. There had been no captures. Councillors agreed to monitor and arrange further patrols if it was necessary.

## 16. Administration

No new information to report.

## 17. Community Concerns – Information Exchange/Next Agenda Items

It had been brought to the attention of the Parish Council that a number of users of the British Legion are drink-driving.

**Action:** Clerk to write to the British Legion Committee to bring to their attention.

The Vice-Chairman reported:

- Following discussions with Cllr St Joseph, it has been suggested that Tollesbury Parish Council encourage Tollesbury Climate Partnership to take on the Queen's Green Canopy Project.

The Parish Council would be happy for planting to take place in the Recreation Ground and the Cemetery.

**Action:** Clerk to start discussions with the Tollesbury Climate Partnership.

Cllr Clare reported:

- He had recently met with the new Manager for MColls, they are recruiting new supervisors, and the service had stabilised.
- It had been brought to his attention by the owner of the Marina that youth were hanging about the marina. The owner has been advised to report any issues to the Parish Clerk.

## 18. Dates of the Next Meetings

Tuesday 19<sup>th</sup> October 2021 – Full Council Meeting – PLANNING ONLY – 7.30 pm

Tuesday 19<sup>th</sup> October 2021 – Woodup Pool Committee - Following the Full Council Meeting.

Tuesday 2<sup>nd</sup> November 2021 – Full Council Meeting – 7.30 pm

Tuesday 9<sup>th</sup> November 2021 – Recreation Ground Committee – 7.30 pm

Tuesday 16<sup>th</sup> November 2021 – Full Council Meeting – PLANNING ONLY –  
7.30 pm

Tuesday 16<sup>th</sup> November 2021 – Environment and Amenity Committee - Following the  
Full Council Meeting.


The Vice-Chairman closed the meeting at 9.05 pm.

Signed.....

Date .....

**Report**  
**To Tollesbury Parish Council meeting**  
**5<sup>th</sup> October 2021**

**From**  
**Councillor Emma Stephens**  
**Maldon District Councillor for Tollesbury (Independent)**

 Cllr.Emma.Stephens@Maldon.gov.uk  
 01621 869415 / 079 069 44443

**MALDON DISTRICT**  
**COUNCIL**

Princes Road  
 Maldon  
 Essex CM9 5DL

[www.maldon.gov.uk](http://www.maldon.gov.uk)



## **OUR HOME, OUR FUTURE: ENGAGEMENT ACTIVITIES – reminder**

- The Council wants to work with residents on ideas for:
  - Climate Action
  - Health & Wellbeing
  - Housing needs
- Would you like to attend an event (locally and / or on social media) to help form our future?
- Nobody in Tollesbury has come forward yet!
- If you'd like to participate, or to find out more, please do contact me

## **PLANNING**

### **Bus depot 21/00343/FUL – 9 homes**

- Have called this in but not on any agenda yet
- Have asked planning team for revised determination date

### **Land north of 48 Woodrolfe Road 21/00702/FUL (Lewis & Scott) – 29 retirement homes**

- Comments deadline has passed but MDC has agreed TPC can have an extension to 31Oct

### **Bohuns Byre 20/00955/FUL**

- Appeal raised; MDC asked Cllr Thompson & me for comments, which I provided – but after the deadline as only 24 hours' notice
- With little time to consider I wrote: "My concerns with Bohuns Byre are around whether there has been a full attempt to use the building for agricultural purposes first, and that it still looks like a barn – eg horizontal barge boarding in the Essex style, not vertical"

### **Conservation area applications**

- Recent example of 7 New Road; refused today because proposals not in keeping with other cottages, highly valued by planning team

### **Local Development Plan**

- MDC no longer has a 5YHLS so work is underway on the new LDP
- Numbers of homes will not be known till next year

### **Neighbourhood Planning**

- Met Simon Plater and Anne Altoft-Shorland, MDC Lead Specialist for Local Plans; further meeting to follow; will report in more detail to Neighbourhood Planning team

### **Bradwell B**

- "Attended" (remotely) the Planning Inspectorate's hearing into seahorses in the estuary: outcome to be determined



## ROAD SAFETY

- Resident's complaint on speeding in West Street led to Samantha Wright, Road Crime Operational Co-ordinator at Essex Police arranging a speed enforcement, resulting in 15 "interactions" with drivers, many issued with tickets for driving over 30mph – see screenshot opposite
- I've now asked for similar enforcement outside the school; Liam Collins, Road Safety Technician at Essex Highways has responded to Samantha and me: "Have we had any speed data for this road to justify creating a Trucam site for the Maldon Rangers and ourselves to enforce?" Unclear if he's asking Samantha or me – following this up – is TPC aware of any such data?



## WASTE

- Huge problems with shortages of both drivers and fuel
- Aware of inaccuracies in MDC website info and that it's Suez-centric; have requested a resident-centric layout
- Garden waste collections to be reduced to fortnightly from 25Oct to allow crews to complete all other collections; garden waste subs will now cover April & May 2022 to compensate

## WOODUP POOL

- Spoke to Hannah Wheatley: MDC will continue funding the labour of collecting water samples and getting them to the lab but not the lab test fees; MDC is having to focus its funding on its statutory duties and there is very little funding available for other matters
- Discussed perhaps asking for funds to cover costs that vary with visitor numbers, such as litter picking, in light of MDC continuing to promote the pool for tourism: HW advised that TPC might still be able to put in a "growth bid" but warns that it is very unlikely to succeed
- TPC could ask businesses to contribute; or charge for parking; or ask MDC not to promote the pool (these are not recommendations, just points we discussed)

## WATERWORKS ROAD

- Awaiting Essex County Council decision – delayed by Councillor having Covid

## COMMITTEES, WORKING GROUPS, and OUTSIDE BODIES

For reference I am a member of the following:

### COMMITTEES

- Full Council
- District Planning
- North West Planning
- Licensing
- Performance Governance & Audit
- Investigating & Disciplinary

### WORKING GROUPS

- Strategic Housing Board
- Corporate Governance Working Group

## MEET YOUR DISTRICT COUNCILLOR

- Still running this 1<sup>st</sup> Saturday each month, 11-12.30 in the Lighthouse but v little take-up
- "Rolling street surgeries" underway

### OUTSIDE BODIES

- Citizens Advice Bureau
- Maldon Museum in the Park
- Livewell Partnership Group (a campaign shared across all 13 local authorities in Essex, to collaborate on the health and wellbeing agenda and work towards achieving better health outcomes for people across Essex)

Date: 04/10/2021

Tollesbury Parish Council Current Year

Page 1

Time: 17:30

**Bank Reconciliation Statement as at 30/09/2021  
for Cashbook 1 - Tollesbury Bank Accounts**

User: MICHELLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account 1	30/09/2021		44,723.57
Deposit Account	30/09/2021		497.20
P/Sector Reserve	31/03/2021		0.00
Coop Current Account 2	30/09/2021		4,267.62
Petty Cash	30/09/2021		13.33
Unity Current Account	30/09/2021		25,062.43
			0.00
			<u>74,564.15</u>
<b><u>Unpresented Cheques (Minus)</u></b>		<b><u>Amount</u></b>	
		0.00	
			<u>0.00</u>
			74,564.15
<b><u>Receipts not Banked/Cleared (Plus)</u></b>			
29/09/2021		315.00	
			<u>315.00</u>
			74,879.15
		<b>Balance per Cash Book is :-</b>	<b>74,879.15</b>
		<b>Difference Excluding Adjustments is :-</b>	<b>0.00</b>
<b><u>Adjustments to Reconciliation</u></b>			
19/09/2017 ONLINE Colin Elmer		0.00	
19/09/2017 ONLINE Colin Elmer		0.00	
18/04/2019 D/C Morrisons		0.00	
			<u>0.00</u>
		<b>Unreconciled Difference is :-</b>	<b><u>0.00</u></b>

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<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320 EMR Amenities	2,328.41	4,050.95	6,379.36
321 EMR Cemetery	-499.05	499.05	0.00
322 EMR Recreation Ground	4,502.13	350.00	4,852.13
323 EMR Unallocated	1,101.31	383.33	1,484.64
324 EMR Woodup Pool	-1,842.26	4,000.00	2,157.74
325 EMR Pavilion Project	0.00		0.00
326 EMR Pavilion	0.00		0.00
327 EMR Neighbourhood Plan	3,358.19	250.00	3,608.19
328 EMR Fencing Project	0.00		0.00
329 EMR Woodrolfe Hard	4,660.82	1,000.00	5,660.82
330 EMR Streetlighting	496.00		496.00
331 EMR Woodup Pool Project	0.00		0.00
332 EMR Play Equipment Project	0.00		0.00
333 Tollesbury Harbour Project	250.00		250.00
334 EMR Website	225.00	1,720.00	1,945.00
	<u>14,580.55</u>	<u>12,253.33</u>	<u>26,833.88</u>

## Detailed Income &amp; Expenditure by Budget Heading 30/09/2021

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Wages</u>							
Wages :- Indirect Expenditure	18,918	40,158	21,240	0	21,240	47.1%	0
Net Expenditure	(18,918)	(40,158)	(21,240)				
<u>110 Administration</u>							
1076 Precept	44,951	89,902	44,951			50.0%	
1080 Bank Interest Received	0	2	2			4.0%	
Administration :- Income	44,951	89,904	44,953			50.0%	0
4100 Audit Fees	300	700	400		400	42.9%	
4110 Bank Charges	47	100	53		53	46.6%	
4120 Insurance	3,060	2,650	(410)		(410)	115.5%	
4130 Miscellaneous	247	500	253		253	49.4%	
4140 Office Allowance	390	780	390		390	50.0%	
4150 Photocopier	343	900	557		557	38.1%	
4160 Postage	16	40	24		24	39.6%	
4170 Stationery	9	60	51		51	15.3%	
4180 Subscriptions	1,320	1,425	105		105	92.7%	
4190 Telephone	267	600	333		333	44.6%	
4200 Training	0	130	130		130	0.0%	
4210 Website	400	1,025	625		625	39.0%	
Administration :- Indirect Expenditure	6,399	8,910	2,511	0	2,511	71.8%	0
Net Income over Expenditure	38,552	80,994	42,442				
<u>120 Amenities</u>							
1100 Allotments Income	635	1,000	365			63.5%	
Amenities :- Income	635	1,000	365			63.5%	0
4130 Miscellaneous	113	700	587		587	16.1%	
4250 Allotments	197	500	303		303	39.5%	
4260 Hasler Green	150	360	210		210	41.7%	
4270 Rangers	0	1,260	1,260		1,260	0.0%	
4280 Woodrolfe Green	250	600	350		350	41.7%	
Amenities :- Indirect Expenditure	710	3,420	2,710	0	2,710	20.8%	0
Net Income over Expenditure	(75)	(2,420)	(2,345)				

## Detailed Income &amp; Expenditure by Budget Heading 30/09/2021

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>130 Cemetery</u>							
1110 Fees	1,304	5,000	3,697			26.1%	
Cemetery :- Income	<u>1,304</u>	<u>5,000</u>	<u>3,697</u>			26.1%	0
4130 Miscellaneous	31	100	69		69	30.9%	
4310 Contract	2,708	6,500	3,792		3,792	41.7%	
4330 Water/Sewage Rate	71	120	49		49	59.3%	
4340 Rates	181	0	(181)		(181)	0.0%	
Cemetery :- Indirect Expenditure	<u>2,991</u>	<u>6,720</u>	<u>3,729</u>	0	3,729	44.5%	0
Net Income over Expenditure	<u>(1,688)</u>	<u>(1,720)</u>	<u>(32)</u>				
<u>140 Pavilion</u>							
1120 Hire Charge	75	50	(25)			150.0%	
Pavilion :- Income	<u>75</u>	<u>50</u>	<u>(25)</u>			150.0%	0
4330 Water/Sewage Rate	91	250	159		159	36.2%	
4400 Cleaning Items	0	50	50		50	0.0%	
4410 Electricity	249	300	51		51	83.1%	
4420 Maintenance	0	150	150		150	0.0%	
Pavilion :- Indirect Expenditure	<u>340</u>	<u>750</u>	<u>410</u>	0	410	45.3%	0
Net Income over Expenditure	<u>(265)</u>	<u>(700)</u>	<u>(435)</u>				
<u>150 Projects</u>							
4500 Amenities	950	5,500	4,550		4,550	17.3%	950
4530 Recreation Ground	3,650	4,000	350		350	91.3%	3,650
4540 Woodup Pool	0	2,000	2,000		2,000	0.0%	300
4560 Neighbourhood Plan	0	250	250		250	0.0%	
4590 Woodrolfe Hard	0	1,000	1,000		1,000	0.0%	
4610 Unallocated Sum	0	400	400		400	0.0%	17
4640 Website	940	2,660	1,720		1,720	35.3%	940
Projects :- Indirect Expenditure	<u>5,540</u>	<u>15,810</u>	<u>10,270</u>	0	10,270	35.0%	5,857
Net Expenditure	<u>(5,540)</u>	<u>(15,810)</u>	<u>(10,270)</u>				
6000 plus Transfer from EMR	5,557						
6001 less Transfer to EMR	300						
Movement to/(from) Gen Reserve	<u>(283)</u>						

## Detailed Income &amp; Expenditure by Budget Heading 30/09/2021

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>160 Rec Ground</u>							
1130 Pitch Fees	475	1,800	1,325			26.4%	
Rec Ground :- Income	<u>475</u>	<u>1,800</u>	<u>1,325</u>			26.4%	0
4310 Contract	3,440	8,355	4,915		4,915	41.2%	
4420 Maintenance	818	2,200	1,382		1,382	37.2%	
Rec Ground :- Indirect Expenditure	<u>4,258</u>	<u>10,555</u>	<u>6,297</u>	0	6,297	40.3%	0
Net Income over Expenditure	<u>(3,783)</u>	<u>(8,755)</u>	<u>(4,972)</u>				
<u>170 Street Clean</u>							
4310 Contract	2,083	4,800	2,717		2,717	43.4%	
Street Clean :- Indirect Expenditure	<u>2,083</u>	<u>4,800</u>	<u>2,717</u>	0	2,717	43.4%	0
Net Expenditure	<u>(2,083)</u>	<u>(4,800)</u>	<u>(2,717)</u>				
<u>180 Street Light</u>							
4410 Electricity	521	1,000	479		479	52.1%	
4420 Maintenance	283	700	417		417	40.4%	
Street Light :- Indirect Expenditure	<u>804</u>	<u>1,700</u>	<u>896</u>	0	896	47.3%	0
Net Expenditure	<u>(804)</u>	<u>(1,700)</u>	<u>(896)</u>				
<u>190 Woodrolfe Hard</u>							
1110 Fees	625	800	175			78.1%	
Woodrolfe Hard :- Income	<u>625</u>	<u>800</u>	<u>175</u>			78.1%	0
4130 Miscellaneous	275	350	75		75	78.5%	
4730 Rent	430	431	1		1	99.7%	
Woodrolfe Hard :- Indirect Expenditure	<u>704</u>	<u>781</u>	<u>77</u>	0	77	90.2%	0
Net Income over Expenditure	<u>(79)</u>	<u>19</u>	<u>98</u>				
<u>200 Woodup</u>							
4190 Telephone	252	480	228		228	52.5%	
4270 Rangers	0	400	400		400	0.0%	
4310 Contract	100	240	140		140	41.7%	
4420 Maintenance	720	750	30		30	95.9%	
4700 Toilet	450	950	500		500	47.4%	
4760 Litter Collection	89	350	261		261	25.4%	
Woodup :- Indirect Expenditure	<u>1,611</u>	<u>3,170</u>	<u>1,559</u>	0	1,559	50.8%	0
Net Expenditure	<u>(1,611)</u>	<u>(3,170)</u>	<u>(1,559)</u>				

## Detailed Income &amp; Expenditure by Budget Heading 30/09/2021

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>210</u> <u>S137 Expenditure</u>							
4800 Donations	1,000	1,100	100		100	90.9%	
S137 Expenditure :- Indirect Expenditure	<u>1,000</u>	<u>1,100</u>	<u>100</u>	<u>0</u>	<u>100</u>	<u>90.9%</u>	<u>0</u>
Net Expenditure	<u>(1,000)</u>	<u>(1,100)</u>	<u>(100)</u>				
<u>220</u> <u>Other</u>							
4850 Agency Services	1,540	500	(1,040)		(1,040)	308.0%	
4860 Advertising	0	180	180		180	0.0%	
Other :- Indirect Expenditure	<u>1,540</u>	<u>680</u>	<u>(860)</u>	<u>0</u>	<u>(860)</u>	<u>226.5%</u>	<u>0</u>
Net Expenditure	<u>(1,540)</u>	<u>(680)</u>	<u>860</u>				
Grand Totals:- Income	48,065	98,554	50,489			48.8%	
Expenditure	46,898	98,554	51,656	0	51,656	47.6%	
Net Income over Expenditure	<u>1,166</u>	<u>0</u>	<u>(1,166)</u>				
plus Transfer from EMR	5,557						
less Transfer to EMR	300						
Movement to/(from) Gen Reserve	<u>6,423</u>						

TOLLESBURY PARISH COUNCIL  
PAYMENTS FOR APPROVAL

October 2021

Date	Cheque No.	Payee	Invoice No/Ref	Expenditure Detail	Amount
<b>CO-OPERATIVE BANK - CURRENT ACCOUNT</b>					
15.09.21	D/D	Bulb		Electricity Supply - Pavilion	£43.61
23.09.21	D/D	E.On		Electricity Supply - Streetlights	£82.14
28.09.20	D/D	British Telecom	Q084 1G	Pool Phone	£157.58
30.09.21	D/D	Utility Warehouse	172012382	Parish Phone	£53.04
01.10.21	D/D	Maldon District Council		Non-Domestic Rates - Cemetery	£30.00
01.10.21	D/D	A & J Lighting Solutions	35501	New LED unit North Road	£502.80
15.10.21	D/D	A & J Lighting Solutions	35460	Monthly maintenance	£67.92
<b>CO-OPERATIVE ACCOUNT - ACCOUNT No. 2</b>					
13.09.21	D/D	Barrier Direct		Bollard Recreation Ground	£211.34
16.09.21	D/D	Adobe		Adobe Monthly Subscription	£12.94
05.09.21	D/C	Tesco		Cleaning materials	£11.90
<b>UNITY TRUST BANK - CURRENT ACCOUNT</b>					
07.09.21	Online	The Crown Estate	30812133	Entered twice on payment schedule (Sept 21)	-£99.70
	Online	D W Maintenance	2056	Invoice understated (Sept Schedule)	£63.00
30.09.21	DD	Unity Trust Bank		Bank Charges	£22.80
05.10.21		Wages		Staff Wages	£2,225.10
	Online	Essex Pension Fund		Employee and Employer Contributions - October	£711.46
	Online	D W Maintenance	2072	Grounds Maintenance - Cemetery - September	£541.66
			2073	Grounds Maintenance - September	£787.92
	Online	S Curtis		Litter Contract	£416.66
	Online	HMRC		Tax & NI July - September 2021	£2,048.93
	Online	A Gilbert	233	Audit of Parish Council Website	£125.00
	Online	Viking Skips	0931	Civic Amenity Skip	£168.00
			0944	Civic Amenity Skip	£168.00
	Online	PKF Littlejohn	SB20212627	External Audit 2020/21	£480.00
	Online	Maldon District Council	TOL10083289	CPOs April - June 2021	£378.65
			TOL10083808	CPOs July - September	£504.86
			TOL57383026	Annual Play Equipment Inspection	£72.00
	Online	Letloos	INV-3261	Toilet Hire - Woodup Pool	£955.51
	Online	The Centre		Hall hire - PC Meetings September 2021	£120.00
	Online	Bonz	3248	Clear powerlines at Allotments	£39.00
	Online	Green Recycling Ltd	348488	Clear powerlines at Allotments	£200.00
				Large Wheelie Bin - Woodup Pool	£114.00
<b>TOTAL</b>					<b>£10,260.61</b>

<b>Payment Breakdown</b>	
Tollesbury Current Account	£937.09
Tollesbury A/c No. 2 Debit Card	£236.18
Unity Trust Bank	£9,087.34
<b>TOTAL</b>	<b>£10,260.61</b>