

Present: Cllrs Bell, Chambers, Clare, Lowther, Rogers, St Joseph

In the Chair: Cllr Plater

Clerk: Michelle Curtis

Also Present: District Councillor Stephens
2 Members of the Public

1. Co-option

Resolved: to co-opt Louise Goldie as a Parish Councillor for Tollesbury Parish Council. Proposed by the Chairman, seconded by Cllr Clare. Unanimously agreed.

Action: The Clerk to arrange for the Declaration of Office to be signed.

2. Apologies for Absence

There were apologies for absence from Cllr Hawes.

3. Declarations of Interest

There were no declarations of interest disclosed.

4. Public Forum

A member of the public asked whether the Parish Council had arranged a public meeting with the Go-Ahead Group following the refusal of their last planning application.

Action: Clerk to arrange a meeting.

A representative of Tollesbury Climate Partnership (TCP) advised over 100 members had signed up. TCP is looking at options to engage with the youth. The School Council had written to TCP with several questions, and a presentation to the group is being planned.

5. County Councillors and District Councillors

5.1 County Councillor

The Clerk advised that County Councillor Durham had emailed to inform that he would send his report to the Parish Council by the end of the week. Once received, the Parish Clerk would circulate to Councillors.

5.2 District Councillors

The report from Cllr Stephens was received and noted (Appendix A).

6. Minutes of the Meetings held on the 16th November 2021

Resolved: the Minutes of the Parish Council Meeting held on 16th November 2021 be approved as a true and accurate record of the meeting. Proposed Cllr Clare, seconded Cllr Lowther. Unanimously agreed.

The Chairman signed the Minutes.

7. Finance

7.1 Monthly Financial Report

The Financial Report as of the 30th November 2021 (Appendix B) was presented to the Council.

Councillors received the following monthly financial reports:

Bank Reconciliation – The closing balance of £104,897.60

Expenditure to date – Budget £98,554 - Actual to date £64,011

Income to date – Budget £98,554 (including Precept £89,902) Actual to date £95,168

Earmarked Funds – Closing Balance £26,214.88 – Net movement £11,634.33

The Clerk confirmed that the finances were as expected.

Resolved: to approve the Financial Report. Unanimously agreed.

The Chairman signed the Reports.

7.2 Advertising Parish Magazine

Resolved: to ratify the decision to advertise the Pavilion in the Parish Magazine in 2022 for £70 for a quarter page black and white advert. Unanimously agreed.

7.3 Payments

The items for payment totalling £11,214.85 were presented for approval (Appendix C).

Resolved: to approve payments and make online payments.

It was agreed to move to item 15 next on the agenda.

15. Tollesbury Climate Partnership (TCP)

15.1 Report

The report from the TCP was received noted.

15.2 Request for Funding

A revised budget had been submitted by TCP (Appendix D).

Resolved: to support the TCP. The Finance Committee would consider the request for funding when setting the precept and would submit a proposal to the Full Council for consideration. Unanimously agreed.

8. Planning

Planning Applications

Application No: HOUSE/MAL/21/01128 PP-10335641

Proposal: Dropping of kerb to front of property

Location: 59 East Street Tollesbury

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

Application No: OUT/MAL/21/01137 PP-10343021

Proposal: Outline planning application (with all matters reserved for future determination) for residential development of up to 4No. dwellings and associated works (site area 0.48Ha).

Location: Land East Of Guisnes Lodge Chapel Road Tollesbury

Resolved: Unanimously agreed to recommend refusal of this application due to the following:

- The proposal is outside the development boundary
- The proposal is not sustainable, distance to shops, no footpath link, and no transport links
- Bouchiers Hall, Bouchiers Lodge and the adjacent farmstead are listed buildings and provide a unique focus of an estate stretching back to the fourteenth century. The proposal will disturb the essentially rural setting of a unique cluster.

Application No: FUL/MAL/21/01117 PP-10277961

Proposal: Temporary building extension for up to 3 years.

Location: Servowatch Systems Limited Blackwater House Woodrolfe Road Tollesbury

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

Revised Drawings

Application No: FUL/MAL/21/00702 PP-09991099

Proposal: Create residential specialist neighbourhood for older people, consisting of 29 affordable dwellings and community hub building, with associated landscaping and infrastructure.

Location: Land North Of 48 Woodrolfe Road Tollesbury

Resolved: Unanimously agreed that the Parish Council's position on this application is unchanged, and the Parish Council reiterated their concerns as per the minutes of 19th November 2021:

“The Parish Council recognises that there are a number of positive aspects to the design of this scheme, which we would commend. However, our concerns are with the strategic and contextual elements of the proposal. In particular, a) sustainability and potential for flooding, b) location and c) integration.”

Lewis and Scott had responded to the Parish Council's response to the planning application (document dated 4th November 2021 entitled Supporting Information to the comments made by the Parish Council). Councillors felt that the statements made in their document were inaccurate and would respond submit a response to Maldon District Council (MDC).

Action: Chairman to draft a letter to MDC which would be circulated to Councillors before submitting.

9. Recreation Ground

9.1 Verbal Update from the Recreation Ground Committee

The Vice-Chairman reported:

- Due to the planned Recreation Ground Committee not being quorate, the Committee held a virtual informal meeting. Representatives from TCP were present to discuss the proposed Queens Green Canopy Project. There were some issues regarding the proposal, which required clarification and an onsite meeting is to be arranged with TCP.

Action: Clerk to arrange a meeting.

9.2 Key Hider

Resolved: to approve the proposal from the Recreation Ground Committee to purchase a key hider from AJ Products costing £270, including VAT, to give the football teams access to the keys for the store shed and pavilion. Unanimously agreed.

9.3 Various Works

Resolved: Unanimously agreed to approve the proposal from the Recreation Ground Committee to proceed with works as follows:

Bonz:

1) To tighten up all loose fixings on the play ship and the springers - £25

2) To remove the climbing poles and store the timber for spare bollards - £125

3) To dispose of any loose matting underneath the zip wire and dispose of - £40

TOTAL QUOTE FROM BONZ - £190

Gamart

4) To supply and install stainless steel patches on skateboard ramp and re-weld stainless steel bracket on the slide - £170 + VAT

TOTAL QUOTE FROM GAMART - £170

9.4 Kickwall

Councillors agreed with the proposal for a kickwall but felt that additional consideration is given to the height, type of material and location.

Action: to be looked into further by the Recreation Ground Committee.

9.5 Monthly Inspection Report

The Monthly Inspection Report dated 30/11/2021 was received. It was reported that there was graffiti on the youth shelter and skate park.

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

10.1 Draft Minutes – Environment and Amenity Committee

The Draft Minutes of the Environment and Amenity Committee Meeting held on 16th November 2021 were received and noted.

The Chairman reported that an email had been received from the Allotment Tenant, who raised the concerns regarding the items that required attention at the Allotments. The Tenant has expressed thanks to the Parish Council for getting the work carried out and Bonz for the good standard of work.

11. Woodrolfe Hard

11.1 Verbal Update from the Woodrolfe Hard Committee

Cllr St Joseph advised that it had been suggested that a freshwater tap was installed on the Hard, and he would appreciate feedback from Councillors. Councillors considered the suggestion, and they agreed not to proceed any further at this stage.

12. Woodup Pool

12.1 Draft Minutes - Woodup Pool Committee

The Draft Minutes of the Woodup Pool Committee Meeting held on 4th November 2021 were received and noted.

12.2 Signage – Woodup Pool

Resolved: to approve the proposal from the Woodup Pool Committee to proceed with the artwork for the replacement signage at Woodup Pool. The artwork would be carried out by Phelan Barker, costing £1,560 + VAT. The work would be funded as follows:

- £1,000 from the Locality Fund – Cllr Durham
- The additional £560 would be borrowed from earmarked funds and replenished in the 2022/23 budget.

Cllr Lowther advised that the application to the Essex County Council Community Initiatives Fund for a grant towards the replacement signage had been unsuccessful.

12.3 Water Testing

Following the Parish Council meeting on 2nd November 2021, the Clerk had requested a further meeting with MDC to discuss the funding of the water testing. MDC has advised that they will not be able to cover the costs for the water testing going forward and that alternative funding sources need to be reviewed by the Parish Council.

Councillors were unhappy with the response from Maldon District Council.

Action: Clerk to write to MDC to request this was reconsidered.

13. Youth Working Group

13.1 Youth Working Group – Consultation Evening Report

The report (Appendix E) following the Youth Consultation Evening held on 25th November 2021 was received and noted.

A second Youth Consultation Evening will be held on 16th December 2021.

13.2 Youth Working Group – Proposals

Cllr Rogers advised that one of the proposals from the Youth Consultation was to have a graffiti wall. A professional graffiti artist would be commissioned, which would carry a cost. Further information would be submitted to the Parish Council for consideration in due course.

13.3 Detached Youth Work

To be deferred to the next meeting as information had not been received from Essex Youth Service. Cllr Chambers advised this service may no longer

be needed as it is hoped that 'The Hangout' will open in the new year.

14. Parish Councillor Information

14.1 MDC – Personal Information in the public domain

Response received from Simon Quelch, Lead Legal Specialist and Monitoring Officer - Maldon District Council, following a request from the Parish Council to redact Councillors personal addresses from the Register of Interests.

"Although there is no requirement to disclose a members home address section 29 of the Localism Act 2011 requires that a member disclose interests within the area of property on their Register of Interests form. This has to be published on your website. So although it does not appear as home address for most councillors the only address shown in that section of the Register will be their home address.

In certain exceptional cases an interest can be described as sensitive. An interest is classed as sensitive where the member and the monitoring officer, who is responsible for the register of members' interests, consider that disclosure of its details could lead to the member, or a person connected to the member, being subject to violence or intimidation. In these cases, other than stating that the member has an interest, the details are withheld. This applies in situations where a member maybe a police officer or has been subjected to domestic violence, or been the subject of threats."

Action: Clerk to ask Simon Quelch whether the response had considered the latest government advice on Councillor safety.

14.2 Essex Association of Local Councillors (EALC)

Response received from the EALC following enquiry whether it was a legal requirement for Councillors personal information (address, telephone number, email address).

"There is no actual requirement for councillors to have their phone numbers or addresses shown on websites or paperwork for the council. The Council phone number and address is all that is required. Most councillors do advertise their address and phone number because they have taken up office and want to be available to their electorate and residents.

Clerks who do not have offices to work from and work from home do have the option of using a PO Box for mail.

For the quality and quality gold award scheme levels it is expected that the councillors will have a photo and bio explaining why they want to be a councillor and what they would like to see happening in their area but this is not compulsory. "

16. Police/Community Protection Officers (CPOs)

16.1 Police

The Police Reports (confidential) were received and noted.

16.2 CPO Report for October 2021

The report for October was received and noted.

17. Administration

Planting - The Clerk advised at the meeting on 2nd November she reported that a resident had wished to do some planting around the village sign and in the boat as you enter the village – this was incorrect. The planting would be around the village signs, not in the boat as Tollesbury Gardening Club looks after this.

Remote Meetings – Information had been received from the EALC to advise that the National Association of Local Councils (NALC) had been working with the LGA to lobby the government on remote meetings. Councillors supported the proposal and agreed that they would like to have the flexibility of remote meetings.

Action: Clerk to write to Government as suggested by NALC to support the proposal to allow for remote meetings.

18. Community Concerns

Cllr Chambers reported:

- There are still issues with vehicles parking outside the school.
The Clerk confirmed this has been raised with the CPOs.

Cllr St Joseph reported:

- He had read the recent edition of the Marine Police publication and noted that the Police were in the process of prosecuting two PWC riders and one power-boat owner for breaking bylaws on the River Blackwater and Tollesbury Fleet.

The Chairman reported:

- A letter from Holmes and Hill regarding the access across Frost and Drake to Woodup Pool had been circulated to Councillors.

Action: Clerk to arrange a meeting with Frost and Drake in the new year.

19. Dates of the Next Meetings

Wednesday 8th December 2021 – Finance Committee - 7.30 pm in the Pavilion

Tuesday 21st December 2021 – Full Council Meeting – PLANNING ONLY – 7.30 pm

Tuesday 11th January 2021 – Full Council Meeting – 7.30 pm

Tuesday 18th January 2022 – Full Council Meeting – PLANNING ONLY – 7.30 pm

Tuesday 18th January 2022 – Environment and Amenity Committee – following Full Council Meeting

Tuesday 1st February 2022 – Full Council Meeting – 7.30 pm

The Chairman closed the meeting at 9.40 pm.

Signed.....

Date

**Report for Tollesbury Parish Council meeting
on 7th December 2021** (report written 5Dec21)

MALDON DISTRICT COUNCIL

Princes Road
Maldon
Essex CM9 5DL

www.maldon.gov.uk



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



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

1. PLANNING

Next planning meetings:

- 5Jan22 North Western Area (provisional); and 27Jan22 District (provisional)

Bus depot 21/00343/FUL – 9 homes

- Refused under delegated powers

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

- Developer has submitted many revised documents, so determination deadline now 7Jan22

2. ROAD SAFETY

- Requested a police speed enforcement by the school, and ECC conducted a survey Fri 26Nov to Tue 30Nov21 to see if this is warranted
- Frustratingly two of these days were clearly not school days: I'm asking about that
- The need for enforcement is based on average speeds and the average here was below 85% of the speed limit, so it doesn't meet the criteria for police enforcement, but nevertheless:
 - 8.4% of westbound traffic exceeded the limit – ie 97 vehicles a day (far fewer Eastbound vehicles were speeding)
 - Ten vehicles travelled at 31-36mph around 9am and 3pm on the Friday – and the same again around those times on the Monday
 - One vehicle travelled at 36-41mph at 8am on the Friday – and another at 9.45am that day
 - At 7.30pm on the Saturday we had one vehicle at 51-56mph
- So, we don't meet the criteria for speed enforcement here but I will look at other measures we might be eligible for – eg lateral fences at the 30mph sign or other visual clues to slow down and drive more safely – and a periodic repeat of the enforcement by the 30mph signs

3. NEIGHBOURHOOD WATCH

- Maldon's Neighbourhood Watch has merged with Chelmsford's, reflecting the local police structure
- Meetings had fallen away during Covid with several key players moving on at the same time
- However, it is now reinstated, and I attended the November meeting
- A resident has agreed to take this on for Tollesbury as we don't appear to have a rep(?) – please contact via me in the first instance if any issues, while he & I discuss any actions needed

4. WASTE MANAGEMENT

- As new crew have settled in, issues have reduced but please do let me know if anything arises
- "A day with the crew" and a visit to recycling depot delayed by Covid but will be scheduled

5. MDC LEADERSHIP

- The Leader, Cllr Wendy Stamp, and her Deputy Leader Cllr Stephen Nunn have both resigned from the leadership, but remain as Members
- Cllr Richard Siddall is now the Leader Designate, with Cllr Jeanette Stilts as his Deputy; these appointments are expected to be voted on at Full Council on 16Dec21

6. MDC “ENOUGH IS ENOUGH” CAMPAIGN

- MDC launched this campaign on 15Nov21 with an open letter to residents to draw a line under recent events at MDC, and supporting the need for zero tolerance towards hate crime
- I didn't sign the letter as I don't feel that just one individual's (very poor) behaviour merits it, and because I would prefer to have a specific change to announce – but please be assured that I completely agree with the sentiment

Date: 04/12/2021

Tollesbury Parish Council Current Year

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Time: 11:12

**Bank Reconciliation Statement as at 30/11/2021
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	30/11/2021		71,588.49
Deposit Account	30/11/2021		497.28
P/Sector Reserve	31/03/2021		0.00
Coop Current Account 2	30/11/2021		3,646.06
Petty Cash	30/11/2021		13.33
Unity Current Account	30/11/2021		29,152.44
			0.00
			<u>104,897.60</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			104,897.60
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			104,897.60
		Balance per Cash Book is :-	104,897.60
		Difference Excluding Adjustments is :-	0.00
<u>Adjustments to Reconciliation</u>			
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>
		Unreconciled Difference is :-	<u>0.00</u>

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR Amenities	2,328.41	3,850.95	6,179.36
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	-419.00	77.00
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>11,634.33</u>	<u>26,214.88</u>

Detailed Income & Expenditure by Budget Heading 30/11/2021

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	27,280	40,158	12,878	0	12,878	67.9%	0
Net Expenditure	(27,280)	(40,158)	(12,878)				
<u>110 Administration</u>							
1076 Precept	89,902	89,902	0			100.0%	
1080 Bank Interest Received	0	2	2			8.0%	
1200 Grants Received	50	0	(50)			0.0%	
Administration :- Income	89,952	89,904	(48)			100.1%	0
4100 Audit Fees	700	700	0		0	100.0%	
4110 Bank Charges	47	100	53		53	46.6%	
4120 Insurance	3,060	2,650	(410)		(410)	115.5%	
4130 Miscellaneous	424	500	76		76	84.7%	
4140 Office Allowance	520	780	260		260	66.7%	
4150 Photocopier	343	900	557		557	38.1%	
4160 Postage	16	40	24		24	39.6%	
4170 Stationery	13	60	47		47	21.9%	
4180 Subscriptions	1,780	1,425	(355)		(355)	124.9%	
4190 Telephone	357	600	243		243	59.4%	
4200 Training	165	130	(35)		(35)	126.9%	
4210 Website	525	1,025	500		500	51.2%	
Administration :- Indirect Expenditure	7,948	8,910	962	0	962	89.2%	0
Net Income over Expenditure	82,004	80,994	(1,010)				
<u>120 Amenities</u>							
1100 Allotments Income	980	1,000	20			98.0%	
Amenities :- Income	980	1,000	20			98.0%	0
4130 Miscellaneous	131	700	569		569	18.7%	
4250 Allotments	197	500	303		303	39.5%	
4260 Hasler Green	210	360	150		150	58.3%	
4270 Rangers	631	1,260	629		629	50.1%	
4280 Woodrolfe Green	350	600	250		250	58.3%	
Amenities :- Indirect Expenditure	1,520	3,420	1,900	0	1,900	44.4%	0
Net Income over Expenditure	(540)	(2,420)	(1,880)				

Detailed Income & Expenditure by Budget Heading 30/11/2021

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	2,111	5,000	2,889			42.2%	
Cemetery :- Income	<u>2,111</u>	<u>5,000</u>	<u>2,889</u>			<u>42.2%</u>	<u>0</u>
4130 Miscellaneous	31	100	69		69	30.9%	
4310 Contract	3,792	6,500	2,708		2,708	58.3%	
4330 Water/Sewage Rate	71	120	49		49	59.3%	
4340 Rates	241	0	(241)		(241)	0.0%	
Cemetery :- Indirect Expenditure	<u>4,134</u>	<u>6,720</u>	<u>2,586</u>	<u>0</u>	<u>2,586</u>	<u>61.5%</u>	<u>0</u>
Net Income over Expenditure	<u>(2,024)</u>	<u>(1,720)</u>	<u>304</u>				
<u>140 Pavilion</u>							
1120 Hire Charge	75	50	(25)			150.0%	
Pavilion :- Income	<u>75</u>	<u>50</u>	<u>(25)</u>			<u>150.0%</u>	<u>0</u>
4330 Water/Sewage Rate	91	250	159		159	36.2%	
4400 Cleaning Items	10	50	40		40	19.8%	
4410 Electricity	332	300	(32)		(32)	110.7%	
4420 Maintenance	0	150	150		150	0.0%	
Pavilion :- Indirect Expenditure	<u>433</u>	<u>750</u>	<u>317</u>	<u>0</u>	<u>317</u>	<u>57.7%</u>	<u>0</u>
Net Income over Expenditure	<u>(358)</u>	<u>(700)</u>	<u>(342)</u>				
<u>150 Projects</u>							
4500 Amenities	1,150	5,500	4,350		4,350	20.9%	1,150
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%	
4600 Street Lighting	419	0	(419)		(419)	0.0%	419
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>6,159</u>	<u>15,810</u>	<u>9,651</u>	<u>0</u>	<u>9,651</u>	<u>39.0%</u>	<u>6,476</u>
Net Expenditure	<u>(6,159)</u>	<u>(15,810)</u>	<u>(9,651)</u>				
6000 plus Transfer from EMR	6,176						
6001 less Transfer to EMR	300						
Movement to/(from) Gen Reserve	<u>(283)</u>						

Detailed Income & Expenditure by Budget Heading 30/11/2021

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	1,375	1,800	425			76.4%	
Rec Ground :- Income	1,375	1,800	425			76.4%	0
4310 Contract	4,815	8,355	3,540		3,540	57.6%	
4420 Maintenance	998	2,200	1,202		1,202	45.4%	
Rec Ground :- Indirect Expenditure	5,813	10,555	4,742	0	4,742	55.1%	0
Net Income over Expenditure	(4,438)	(8,755)	(4,317)				
<u>170 Street Clean</u>							
4310 Contract	2,917	4,800	1,883		1,883	60.8%	
Street Clean :- Indirect Expenditure	2,917	4,800	1,883	0	1,883	60.8%	0
Net Expenditure	(2,917)	(4,800)	(1,883)				
<u>180 Street Light</u>							
4410 Electricity	675	1,000	325		325	67.5%	
4420 Maintenance	396	700	304		304	56.6%	
Street Light :- Indirect Expenditure	1,071	1,700	629	0	629	63.0%	0
Net Expenditure	(1,071)	(1,700)	(629)				
<u>190 Woodrolfe Hard</u>							
1110 Fees	675	800	125			84.4%	
Woodrolfe Hard :- Income	675	800	125			84.4%	0
4130 Miscellaneous	275	350	75		75	78.5%	
4730 Rent	430	431	1		1	99.7%	
Woodrolfe Hard :- Indirect Expenditure	704	781	77	0	77	90.2%	0
Net Income over Expenditure	(29)	19	48				
<u>200 Woodup</u>							
4190 Telephone	252	480	228		228	52.5%	
4270 Rangers	105	400	295		295	26.3%	
4310 Contract	140	240	100		100	58.3%	
4420 Maintenance	720	750	30		30	95.9%	
4700 Toilet	550	950	400		400	57.9%	
4760 Litter Collection	235	350	115		115	67.1%	
Woodup :- Indirect Expenditure	2,002	3,170	1,168	0	1,168	63.1%	0
Net Expenditure	(2,002)	(3,170)	(1,168)				

Detailed Income & Expenditure by Budget Heading 30/11/2021

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	2,000	1,100	(900)		(900)	181.8%	
S137 Expenditure :- Indirect Expenditure	<u>2,000</u>	<u>1,100</u>	<u>(900)</u>	<u>0</u>	<u>(900)</u>	<u>181.8%</u>	<u>0</u>
Net Expenditure	<u>(2,000)</u>	<u>(1,100)</u>	<u>900</u>				
<u>220</u> <u>Other</u>							
4850 Agency Services	1,960	500	(1,460)		(1,460)	392.0%	
4860 Advertising	70	180	110		110	38.9%	
Other :- Indirect Expenditure	<u>2,030</u>	<u>680</u>	<u>(1,350)</u>	<u>0</u>	<u>(1,350)</u>	<u>298.5%</u>	<u>0</u>
Net Expenditure	<u>(2,030)</u>	<u>(680)</u>	<u>1,350</u>				
Grand Totals:- Income	95,168	98,554	3,386			96.6%	
Expenditure	64,011	98,554	34,543	0	34,543	64.9%	
Net Income over Expenditure	<u>31,157</u>	<u>0</u>	<u>(31,157)</u>				
plus Transfer from EMR	6,176						
less Transfer to EMR	300						
Movement to/(from) Gen Reserve	<u>37,033</u>						

TOLLESBURY PARISH COUNCIL
PAYMENTS FOR APPROVAL

December 2021

Date	Cheque No.	Payee	Invoice No/Ref	Expenditure Detail	Amount
CO-OPERATIVE BANK - CURRENT ACCOUNT					
16.11.21	D/D	Bulb		Electricity Supply - Pavilion	£43.61
23.11.21	D/D	E.On		Electricity Supply - Streetlights	£82.14
30.11.21	D/D	Utility Warehouse	174316824	Parish Phone	£53.04
01.12.21	D/D	Maldon District Council		Non-Domestic Rates - Cemetery	£30.00
15.12.21	D/D	A & J Lighting Solutions	35719	Monthly maintenance	£67.92
CO-OPERATIVE ACCOUNT - ACCOUNT No. 2					
04.11.21	D/C	Royal Mail		PO Box Address - Parish Clerk	£360.00
10.11.21	D/C	Perrywoods		Bulbs for Planting around Village Sign	£21.95
12.11.21	D/C	McAfee		Computer Security - Annual Fee	£89.99
15.11.21	D/C	HMRC		Interest Fees	£2.08
16.11.21	D/D	Adobe		Adobe Monthly Subscription	£12.64
17.11.21	D/C	Tesco		Stationery	£4.75
23.11.21	D/C	eBay		Shredder	£94.83
05.12.21	D/C	Tollesbury Post Office		Postage	£15.84
07.12.21	D/C	SLCC	MEM237014-1	SLCC - Annual Subscription	£294.00
UNITY TRUST BANK - CURRENT ACCOUNT					
02.11.21	Online	Essex Pension Fund		Understated on November Schedule	£44.94
18.11.21	Online	Tollesbury Climate Partnership		Grant as agreed at meeting on 07/09/21	£1,000.00
19.11.21	Online	HMRC		Tax & NI - October 2021	£856.16
25.11.21	Online	Tollesbury St Mary's PCC		Advertising Pavilion - Parish Magazine	£70.00
07.12.21	Online	Wages		Staff Wages	£2,265.07
	Online	Mr. K. Oakley		Litter Picker	£14.95
	Online	Essex Pension Fund		Employee and Employer Contributions - Dec 21	£756.40
	Online	HMRC		Tax & NI - November 2021	£865.94
	Online	Viking Skips	995	Civic Amenity Skip	£168.00
			1010	Civic Amenity Skip	£168.00
	Online	D W Maintenance	2104	Grounds Maintenance - Cemetery - November	£541.66
			2105	Grounds Maintenance - November	£787.92
	Online	The Royal British Legion		Poppy Wreath	£50.00
	Online	S Curtis		Litter Contract	£416.66
	Online	The Centre		Hall Hire - Parish Council Meetings - Nov 21	£54.00
				Hall Hire - Youth Consultation Evening	£33.00
	Online	Corona Corporate Solutions Ltd	324959	Quarterly Charge	£367.22
	Online	Bonz	3478	Various works at the allotments	£855.00
	Online	Wave	9807555	Water/Sewerage Charges - Pavilion	£128.34
	Online	M & G Fire Protection (Essex) Ltd	145852	Annual Service - Fire Extinguishers	£36.00
	Online	Phelan Barker Limited	INV-3638	Neighbourhood Plan Village Leaflet	£562.80
TOTAL					£11,214.85

Payment Breakdown	
Tollesbury Current Account	£276.71
Tollesbury A/c No. 2 Debit Card	£896.08
Unity Trust Bank	£10,042.06
TOTAL	£11,214.85

07/12/2021

Tollesbury Climate Partnership Accounts
TCP budget request to TPC

		£	£	Notes
What's Happened so far:				
Costs of Open Day:	Venue hire 5 hours	(40)		
	Printing posters etc	(372)		some re-useable
	Refreshments	(250)		
	"Give aways", prizes etc	(79)		
	Cost of LED display bulbs, fittings etc	(271)		available for future events
	Total cost of Open Day		(1,012)	A (rough) guide to cost of events
Income from Open Day	Subscriptions	88		
	Donations	393		
			481	
Net cost of Open Day			(531)	
Funding from Parish Council			1,000	
Other net costs			(65)	
Net income as at 25/11/2021			• 404	

What we need for the period Dec 2021 to March 2023:

Bank and cash balances	from above	•	404	Current - 25th Nov. 2011
Insurance	(actual quote is approx £467 but £454 for rounding)		(454)	<u>Urgent</u> - will try and pay monthly perhaps
Web presence			(300)	Outside funding will be sought for full website £3k
Other communications			(300)	Domain, Mail, Licences, Stationery, DropBox etc
Sundry			(100)	Travel, attending meetings etc
Storage costs			(250)	Storage for banners, displays, etc
Events	Est cost 14 events Dec 2022 to Mar 2023 - NOTE - figure is net of any donation and subs income		(2,800)	CommEngag WG plan 1 event per month. There will be quite a variety. Some, like Sat Dec 11th in the Square will be small and low key, others bigger
Special projects	Queens canopy planting and maintenance		(1,000)	Tools, fencing, compost, litter pickers etc
	Film Hires		(200)	Cost of 2 film licences
	Other as yet unspecified		(400)	
Total Funding Request			(5,400)	

Tollesbury Young People Working Group**Youth Consultation Meeting Report.**

Thanks to the generosity of the Parish Council, Essex Youth Services and 'The Hangout' funding, our working group were able to meet with some of Tollesburys young people on Thursday 25th November. There was a conservative expectation on the number for the drop in session on this occasion as we had limited advertising and our experiences tell us that there are usually more attendees on a second drop in session once positive feedback gets around.

We were keen to target the session in a particular direction which was successful, and 5 young people, plus some parents attended what was a good brainstorming ideas session on what opportunities our young people feel that they and, more widely, the village needs.

- We had several volunteers to assist us engaging with young people, making pancakes and hot chocolates and getting all our ideas and suggestions recorded. Snacks and soft drinks were also provided and two Essex youth workers attended the session to meet with our young people too. All the young people that attended and completed our survey questions and ideas boards also received a £10 JD Sports voucher each for giving their time. These were generously donated by residents in the village.
- All attendees were interested in our ideas and all were really engaged and offered some good ideas and interesting suggestions for ways that young people can feel more involved in village life. Among the ideas discussed were a Tollesbury treasure hunt, a graffiti wall, more opportunities for football and sport, opportunities for work and skills experience with local businesses and somewhere, like a youth club, but for older ones, where they can just hang out with their friends.
- The information received at this meeting has helped to inform the direction of the second youth drop in session, and we intend to open up this session to those adults who are interested in volunteering to support some of the activities we discussed.
- There has also been follow-up conversations with parents who attended and some who couldn't make the first session and we are engaging with those young people and parents to encourage attendance and to share their thoughts and ideas with us as we go forward.

At this stage, the working group is not requesting any further assistance from the Parish Council, although it appreciates that the session could not have gone ahead without their support. We would like to support The Hangout to be able to open its doors to young people early in the new year and we would also recommend the suggestion of a graffiti wall somewhere central to the The HangOut location and would ask that the Council consider supporting a commissioned project, by a recommended artist to enable this to go ahead.