

**Present:** Cllrs Bell, Clare, Goldie, Lowther, St Joseph

**In the Chair:** Cllr Plater

**Clerk:** Michelle Curtis

**Also Present:** District Councillor Stephens  
Barry Jones – Tollesbury Neighbourhood Watch  
1 member of the public

### 1. **Apologies for Absence**

There were apologies for absence from Cllr Chambers, Hawes and Rogers.

There were also apologies for absence from County Councillor Durham and District Councillor Thompson.

### 2. **Declarations of Interest**

There were no declarations of interest disclosed.

### 3. **Public Forum**

A resident asked the following:

- What do the Parish Council think about the amount of housing the village could take?
- If Maldon District Council allocated more than 30 houses, the current infrastructure would be more stretched, especially the doctors and schools.

The Chairman responded as follows:

- The Neighbourhood Plan Steering Group (NPSG) has used the Housing Needs Survey (2017), which indicated approx. 30 houses were required for the village, which is what the NPSG has been working towards. The preferred area in the survey for any development is to the west, which would mean less traffic coming through the village.  
We do not know where and what numbers may be allocated in the Maldon District Council (MDC) Local Development Plan (LDP). Several landowners have submitted their land in the 'Call for Sites' carried out by MDC, and MDC recognise Tollesbury as a sustainable village. It is unlikely that we will know this information before October.
- Regarding infrastructure, this has been looked into by the NPSG, and the Doctors advised that they would be happy to take on more patients, and there are spaces available in the schools (Tollesbury School and Tolleshunt D'arcy School are looked at as one).

### 4. **County Councillors and District Councillors**

#### 4.1 **County Councillor**

The Clerk read the following from an email that had been received from Cllr Durham:

“Since my report, there isn't much to add except for changes to the locality fund

next year and the LHP. I don't want to detail the LHP yet as I have not briefed members yet. Next year, there are subtle changes to the locality fund, but I will send out a briefing when the details are confirmed.

I am sure that Emma will mention the state of the 5 year land supply at MDC. This is a grave concern as it has now dropped below 3 years. Effectively this is going to make life very difficult for us. We are under huge pressure to grant applications as appeals are likely to be lost. I am very worried about this as it will inevitably mean that all villages will probably have hostile applications that cannot be refused."

#### **4.2 District Councillors**

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

### **5. Neighbourhood Watch**

Barry Jones introduced himself as the Neighbourhood Watch (NHW) Representative. Barry reported that he had attended the recent NHW meeting via Zoom.

Barry reported that he was the NWH Representative for Wycke Lane. Due to changes within Essex Police, communications with the scheme had broken down, and he no longer received information.

The Clerk advised that the Parish Council receive weekly reports from Essex Police and monthly digital newsletters and crime information/posters. The weekly reports are confidential, but she publishes the newsletters and other information on the Parish Council Facebook page.

**Action:** Clerk to request that Barry be added to the distribution list for the weekly crime reports.

**Action:** Clerk to forward any publications received to Barry.

### **6. Minutes of the Meetings held on the 15<sup>th</sup> February 2022**

**Resolved:** the Minutes of the Parish Council Meeting held on 15<sup>th</sup> February 2022 be approved as a true and accurate record of the meeting. Proposed Cllr Lowther, seconded Cllr Clare. Unanimously agreed.

The Chairman signed the Minutes.

### **7. Finance**

#### **7.1 Monthly Financial Report**

The Financial Report as of the 28<sup>th</sup> February 2022 was presented to the Council (Appendix B).

Councillors received the following monthly financial reports:

**Bank Reconciliation** – The closing balance of £89,237.74

**Expenditure to date** – Budget £98,554 - Actual to date £87,838

**Income to date** – Budget £98,554 (including Precept £89,902) Actual to date £103,161

**Earmarked Funds** – Closing Balance £23,399.955 – Net movement £8,819.40

The Clerk reported:

- £2,950 grant received from Essex County Council towards the civic amenity skip (Saturday morning skip at Woodrolfe Green)

- During the recent high winds, several trees came down at the Recreation Ground, and Bonz carried out emergency works to clear the trees and make the Recreation Ground safe. Bonz will submit an invoice for these works in due course.  
Emergency works were also required at the Pavilion as some roof tiles had come loose.

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

The Chairman signed the Reports.

## 7.2 Payments

The items for payment totalling £9,102.22 were presented for approval (Appendix C).

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

## 8. Planning

### Planning Applications

**Application No:** FUL/MAL/22/00122 PP-9729531

**Proposal:** Demolition of two existing industrial buildings & erection of new building to provide warehouse space. Including reinstatement & new associated hard standing (re-submission of 21/00556/FUL).

**Location:** Gibbons Engineering Group Limited Factory Woodrolfe Road Tollesbury

**Resolved:** Unanimously agreed to recommend approval of this application and request that Maldon District Council apply a condition that the applicant needs to get approval for the colour of the coating.

**Application No:** FUL/MAL/22/00026

**Proposal:** Change of use of 900m2 of agricultural land to domestic and install a 300m2 hardstanding base to site two temporary mobile caravans within the area.

**Location:** Barn A At Guisnes Lodge Back Road

**Resolved:** Unanimously agreed to recommend approval of this application and would request that Maldon District Council apply a condition that the applicant will remove the caravans and hardstanding after the temporary period.

**Application No:** TCA/MAL/22/00219 PP-11015820

**Proposal:** T1 Holly - Fell

**Location:** St Mary's Church Church Street Tollesbury

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

- The lack of information
- The information provided is confusing
- The application gave no reason as to why the tree was being felled as it is in a conservation area

**Application No:** HOUSE/MAL/22/00080

**Proposal:** Two storey side extension

**Location:** 1 Genesta Close Tollesbury

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

## **9. Recreation Ground**

### **9.1 Verbal Update from the Recreation Ground Committee**

Cllr Lowther reported the following:

- Some internal works are required for the Pavilion. There is an ongoing issue with dampness, and it requires general redecoration, commercial fans needed and some new windows.  
The Football Teams are happy to assist by applying to the FA for a grant for refurbishment works.
- A quotation is to be obtained for Gamart for secure fixings for the flag pole.

### **9.3 Monthly Inspection Report**

The Monthly Inspection Report dated 22/02/2022 was received. It was noted that the overhead ladders and gym trial equipment had been removed.

## **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**

No new information to report.

## **11. Woodrolfe Hard**

### **11.1 Draft Minutes of the Woodrolfe Hard Committee Meeting**

The Draft Minutes of the Woodrolfe Hard Committee meeting held on 3<sup>rd</sup> February 2022 was received and noted.

Cllr St Joseph reported that the laying of the additional stone at Woodrolfe Hard would be carried out during the morning on Saturday 5<sup>th</sup> March 2022.

The Parish Council expressed thanks to a resident who has carried out a temporary repair to the fallen warning sign at Woodrolfe Hard.

The Clerk reported that the Marine Stakeholders Meeting would be held on Wednesday 9<sup>th</sup> March 2022, commencing at 7.00 pm in the Pavilion.

## **12. Woodup Pool**

### **12.1 Draft Minutes of the Woodup Pool Committee Meeting**

The Draft Minutes of the Woodup Pool Committee meeting held on 15<sup>th</sup> February 2022 was received and noted.

### **12.2 Usage Schedule – FACT**

Councillors were happy with the proposed schedule for 2022.

### **12.3 Meeting – Woodup Pool Access**

The Chairman reported that a meeting had been arranged with the landowner for 7<sup>th</sup> March 2022.

## **13. Maldon District Council – Local Development Plan**

### **13.1 Public Meeting**

The Chairman reported that the public meeting was successful, with 69 residents attending (in person and via Zoom).

The Clerk had uploaded the meeting recording to YouTube to give those who could not attend the public an opportunity to watch the meeting.

### 13.2 Consultation

It was agreed that Councillors would respond to the consultation independently.

The Chairman would prepare the response to the consultation on behalf of the Parish Council. This will be circulated to Councillors and the Neighbourhood Plan Steering Group for further comment before submission to Maldon District Council.

### 14. Queen's Green Canopy Project

Councillors considered the proposal and the additional information provided (Appendix D).

**Resolved:** Unanimously agreed to accept the proposal for the tree planting as follows:

- Recreation Ground  
Reinforcing the hedgerow along Church Street  
Play area – request that the proposed trees be planted outside the play area approx. 600mm from the fence.
  
- Cemetery  
Reinforcing the hedgerow  
Creating a little woodland in the far south-west corner creating a triangular formation

Thanks were extended to Cllr St Joseph for his hard work and liaising with Tollesbury Climate Partnership.

Cllr Clare suggested that the Parish Council consider purchasing a plaque to mark the tree planning for the Queen's Green Canopy.

**Action:** Cllr Clare to forward supplier information to the Clerk.

### 15. Youth Working Group

Cllr Clare reported:

- The Young Working Group is progressing and plans to open The Hangout in March.
- Several volunteers have stepped forward to run The Hangout
- Cllr Chambers has secured funding for training and DBS checks.
- The group had met with a resident who supports the group's work and may also offer some financial assistance.
- There have been some recent incidents with the youth and residents being encouraged to report issues to Essex Police via the 101 service and online.
- Cllr Clare was due to speak with a Sergeant from Essex Police the following day to discuss outstanding issues.  
**Action:** Chairman and Cllr Clare to discuss raising the concerns of the Parish Council with the PCCE as there has been a delay with responding to the issues in Tollesbury.
- Due to recent incidents, St Mary's Church has been closed for four weeks.

### 16. Queens Jubilee

The Clerk reported that approx. 8 volunteers have stepped forward.

**Action:** Clerk to arrange a Zoom meeting for the volunteers.

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

### 17.1 Police

The Police Reports (confidential) were received and noted.

### 17.2 CPO Report for January 2022

The report for January 2022 was received.

## 16. Administration

### Meeting Venue

Councillors agreed that the Parish Council meetings would return to the Pavilion from April.

### Wreath Insert

**Resolved:** Unanimously agreed to purchase the wreath insert for the poppy memorial - cost £68.00 plus VAT from Phelan Barker (Appendix E).

### Emergency Group

Councillors considered the email from a resident proposing to set up a 'civil defence' type group to assist the village should an emergency situation arise, i.e. loss of electricity to properties.

Councillors discussed the suggestion and felt on balance that it would make more sense for the question to be put to TCP.

**Action:** Clerk to suggest that the resident make contact with TCP.

### Land South of Carrington Farm

The Clerk reported that an informal meeting had been arranged with the DLP Planning Limited, Planning Consultants for the Land South of Carrington Farm, The Parish Council and the Neighbourhood Plan Steering Group. The meeting will be held on Wednesday 16<sup>th</sup> March 2022, commencing at 7.00 pm via Zoom.

## 19. Community Concerns

Cllr St Joseph reported:

- He had spoken with the Environment Agency (EA) regarding the high tide on 21<sup>st</sup> February 2022 and asked what triggered the closing of the flood barrier.

**Action:** Cllr St Joseph to ask the EA who has the key for the flood barrier.

- At the top of the high tide on 21<sup>st</sup> February 2022, there was half a metre between the high tide and the seawall at the Sailing Club.

**Action:** Cllr St Joseph to raise at the Essex Coastal Forum.

Cllr Lowther reported:

- Residents are concerned about the recent anti-social behaviour in the village, and it is important to remember that this is a small group of individuals and not all youth.
- There has been some suspicious activity at the toilets at Woodrolfe Green.

The Chairman reported:

- Tollesbury Climate Partnership has organised a CREST Award project for 11-14-year-olds in April. It is an opportunity for young people to investigate climate change and biodiversity on the saltmarshes at Tollesbury.

**20. Dates of the Next Meetings**

Tuesday 8<sup>th</sup> March 2022 – Finance Committee – 7.30 pm - Pavilion

Tuesday 15<sup>th</sup> March 2022 – Full Council Meeting – PLANNING ONLY – 7.30 pm – The Centre

Tuesday 15<sup>th</sup> March 2022 – Recreation Ground Committee – Following the Council meeting – The Centre

Tuesday 5<sup>th</sup> April 2022 – Full Council Meeting – 7.30 pm – Pavilion

The Chairman closed the meeting at 10.00 pm.


Signed.....

Date .....



**Report for Tollesbury Parish Council meeting  
on 1<sup>st</sup> March 2022** (report written 28Feb22)

**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)



## 1. PLANNING

### Next planning meetings:

- 3Mar22 District; 30Mar22 North Western

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

- Revised determination date now 1Apr22, following amendments to the application by the developer

## 2. LOCAL DEVELOPMENT PLAN

Public Consultation deadline: 5pm, 14Mar22

## 3. ROAD SAFETY

Meeting scheduled 14Mar22 with sub-group of parish councillors to discuss what to include in a Local Highways Panel application for road safety measures in Tollesbury.

## 4. NEIGHBOURHOOD WATCH

Introduction to Barry Jones, new co-ordinator, at 1<sup>st</sup> March Parish Council meeting

## 5. MDC by-election

Wickham Bishops and Woodham Ward: Simon Morgan (Conservative) elected with 361 votes out of 670 - a 23% turnout. Membership is therefore now Conservative 11, Independent 11, Non-aligned 9.

## 6. Other news:

- **Council Tax** for 2022/23 has been approved, and the amount retained by Maldon District Council for a Band D property will increase by £5 for the year, or 9.6p per week.  
[www.maldon.gov.uk/news/article/6739/council\\_tax\\_and\\_fees\\_and\\_charges\\_202223](http://www.maldon.gov.uk/news/article/6739/council_tax_and_fees_and_charges_202223).
- **Public in-person attendance at MDC meetings** has resumed.  
[www.maldon.gov.uk/news/article/6729/public\\_attendance\\_at\\_meetings\\_returns](http://www.maldon.gov.uk/news/article/6729/public_attendance_at_meetings_returns).
- **Chrisy Morris** is no longer an elected Member of Maldon District Council or of Heybridge West Parish Council, following sentencing by at Chelmsford Crown Court. By elections will follow.  
[www.maldon.gov.uk/news/article/6740/statement\\_%E2%80%93\\_chrisy\\_morris](http://www.maldon.gov.uk/news/article/6740/statement_%E2%80%93_chrisy_morris).
- **New activities for Maldon District parks:** expressions of interest have been invited.  
[www.maldon.gov.uk/news/article/6735/expressions\\_of\\_interest\\_invited\\_for\\_new\\_park\\_activities](http://www.maldon.gov.uk/news/article/6735/expressions_of_interest_invited_for_new_park_activities).
- **Social Enterprise Accelerator Fund launched:** grants up to £50,000 to social enterprises, community focused organisations and social entrepreneurs to enhance the economic, social and cultural life in the Maldon District. <https://see.co.uk/maldon>.
- **New vegan market** starts Saturday 19<sup>th</sup> March in Maldon's Promenade Park, with ethical and sustainable vegan food stalls and street vendors.  
[www.maldon.gov.uk/news/article/6731/vegan\\_market\\_arrives\\_in\\_the\\_maldon\\_district\\_for\\_the\\_first\\_time](http://www.maldon.gov.uk/news/article/6731/vegan_market_arrives_in_the_maldon_district_for_the_first_time).



Date: 01/03/2022

Tollesbury Parish Council Current Year

Page 1

Time: 08:52

**Bank Reconciliation Statement as at 28/02/2022  
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	28/02/2022		76,654.87
Deposit Account	28/02/2022		497.28
P/Sector Reserve	31/03/2021		0.00
Coop Current Account 2	28/02/2022		4,384.06
Petty Cash	28/02/2022		33.33
Unity Current Account	28/02/2022		7,668.20
			0.00
			<u>89,237.74</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			89,237.74
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			89,237.74
		<b>Balance per Cash Book is :-</b>	<b>89,237.74</b>
		<b>Difference Excluding Adjustments is :-</b>	<b>0.00</b>
<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>
		<b>Unreconciled Difference is :-</b>	<b>0.00</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	1,730.02	4,058.43
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	-219.00	3,139.19
328 EMR Fencing Project	0.00		0.00
329 EMR Woodrolfe Hard	4,660.82	775.00	5,435.82
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>8,819.40</u>	<u>23,399.95</u>

## Detailed Income &amp; Expenditure by Budget Heading 28/02/2022

## 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	38,644	40,158	1,514	0	1,514	96.2%	0
Net Expenditure	(38,644)	(40,158)	(1,514)				
<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	3,460	0	(3,460)			0.0%	
Administration :- Income	93,362	89,904	(3,458)			103.8%	0
4100 Audit Fees	700	700	0		0	100.0%	
4110 Bank Charges	72	100	28		28	71.7%	
4120 Insurance	3,060	2,650	(410)		(410)	115.5%	
4130 Miscellaneous	638	500	(138)		(138)	127.5%	
4140 Office Allowance	715	780	65		65	91.7%	
4150 Photocopier	649	900	251		251	72.1%	
4160 Postage	32	40	8		8	79.2%	
4170 Stationery	13	60	47		47	21.9%	
4180 Subscriptions	2,251	1,425	(826)		(826)	157.9%	
4190 Telephone	498	600	102		102	83.0%	
4200 Training	285	130	(155)		(155)	219.2%	
4210 Website	945	1,025	80		80	92.2%	
Administration :- Indirect Expenditure	9,857	8,910	(947)	0	(947)	110.6%	0
Net Income over Expenditure	83,505	80,994	(2,511)				
<u>120 Amenities</u>							
1100 Allotments Income	1,015	1,000	(15)			101.5%	
Amenities :- Income	1,015	1,000	(15)			101.5%	0
4130 Miscellaneous	264	700	436		436	37.7%	
4250 Allotments	197	500	303		303	39.5%	
4260 Hasler Green	300	360	60		60	83.3%	
4270 Rangers	631	1,260	629		629	50.1%	
4280 Woodrolfe Green	500	600	100		100	83.3%	
Amenities :- Indirect Expenditure	1,893	3,420	1,527	0	1,527	55.3%	0
Net Income over Expenditure	(878)	(2,420)	(1,542)				

## Detailed Income &amp; Expenditure by Budget Heading 28/02/2022

## 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	5,888	5,000	(888)			117.8%	
Cemetery :- Income	<u>5,888</u>	<u>5,000</u>	<u>(888)</u>			117.8%	0
4130 Miscellaneous	96	100	4		4	95.9%	
4310 Contract	5,417	6,500	1,083		1,083	83.3%	
4330 Water/Sewage Rate	71	120	49		49	59.3%	
4340 Rates	301	0	(301)		(301)	0.0%	
Cemetery :- Indirect Expenditure	<u>5,884</u>	<u>6,720</u>	<u>836</u>	0	836	87.6%	0
Net Income over Expenditure	<u>4</u>	<u>(1,720)</u>	<u>(1,724)</u>				
<u>140 Pavilion</u>							
1120 Hire Charge	95	50	(45)			190.0%	
Pavilion :- Income	<u>95</u>	<u>50</u>	<u>(45)</u>			190.0%	0
4330 Water/Sewage Rate	219	250	31		31	87.5%	
4400 Cleaning Items	20	50	30		30	39.8%	
4410 Electricity	457	300	(157)		(157)	152.3%	
4420 Maintenance	30	150	120		120	20.0%	
Pavilion :- Indirect Expenditure	<u>726</u>	<u>750</u>	<u>24</u>	0	24	96.7%	0
Net Income over Expenditure	<u>(631)</u>	<u>(700)</u>	<u>(69)</u>				
<u>150 Projects</u>							
4500 Amenities	3,271	5,500	2,229		2,229	59.5%	3,271
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	469	250	(219)		(219)	187.6%	469
4590 Woodrolfe Hard	225	1,000	775		775	22.5%	225
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>8,974</u>	<u>15,810</u>	<u>6,836</u>	0	6,836	56.8%	9,291
Net Expenditure	<u>(8,974)</u>	<u>(15,810)</u>	<u>(6,836)</u>				
6000 plus Transfer from EMR	8,991						
6001 less Transfer to EMR	300						
Movement to/(from) Gen Reserve	<u>(283)</u>						

## Detailed Income &amp; Expenditure by Budget Heading 28/02/2022

## 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	2,125	1,800	(325)			118.1%	
Rec Ground :- Income	<u>2,125</u>	<u>1,800</u>	<u>(325)</u>			118.1%	0
4310 Contract	6,879	8,355	1,476		1,476	82.3%	
4420 Maintenance	1,413	2,200	787		787	64.2%	
Rec Ground :- Indirect Expenditure	<u>8,292</u>	<u>10,555</u>	<u>2,263</u>	0	2,263	78.6%	0
Net Income over Expenditure	<u>(6,167)</u>	<u>(8,755)</u>	<u>(2,588)</u>				
<u>170 Street Clean</u>							
4310 Contract	4,167	4,800	633		633	86.8%	
Street Clean :- Indirect Expenditure	<u>4,167</u>	<u>4,800</u>	<u>633</u>	0	633	86.8%	0
Net Expenditure	<u>(4,167)</u>	<u>(4,800)</u>	<u>(633)</u>				
<u>180 Street Light</u>							
4410 Electricity	858	1,000	142		142	85.8%	
4420 Maintenance	566	700	134		134	80.9%	
Street Light :- Indirect Expenditure	<u>1,424</u>	<u>1,700</u>	<u>276</u>	0	276	83.7%	0
Net Expenditure	<u>(1,424)</u>	<u>(1,700)</u>	<u>(276)</u>				
<u>190 Woodrolfe Hard</u>							
1110 Fees	675	800	125			84.4%	
Woodrolfe Hard :- Income	<u>675</u>	<u>800</u>	<u>125</u>			84.4%	0
4130 Miscellaneous	275	350	75		75	78.5%	
4730 Rent	431	431	0		0	99.9%	
Woodrolfe Hard :- Indirect Expenditure	<u>705</u>	<u>781</u>	<u>76</u>	0	76	90.3%	0
Net Income over Expenditure	<u>(30)</u>	<u>19</u>	<u>49</u>				
<u>200 Woodup</u>							
4190 Telephone	373	480	107		107	77.7%	
4270 Rangers	105	400	295		295	26.3%	
4310 Contract	200	240	40		40	83.3%	
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	<u>2,183</u>	<u>3,170</u>	<u>987</u>	0	987	68.8%	0
Net Expenditure	<u>(2,183)</u>	<u>(3,170)</u>	<u>(987)</u>				

## Detailed Income &amp; Expenditure by Budget Heading 28/02/2022

## 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	2,080	1,100	(980)		(980)	189.1%	
S137 Expenditure :- Indirect Expenditure	<u>2,080</u>	<u>1,100</u>	<u>(980)</u>	<u>0</u>	<u>(980)</u>	<u>189.1%</u>	<u>0</u>
Net Expenditure	<u>(2,080)</u>	<u>(1,100)</u>	<u>980</u>				
<u>220</u> <u>Other</u>							
4850 Agency Services	2,800	500	(2,300)		(2,300)	560.0%	
4860 Advertising	210	180	(30)		(30)	116.7%	
Other :- Indirect Expenditure	<u>3,010</u>	<u>680</u>	<u>(2,330)</u>	<u>0</u>	<u>(2,330)</u>	<u>442.6%</u>	<u>0</u>
Net Expenditure	<u>(3,010)</u>	<u>(680)</u>	<u>2,330</u>				
Grand Totals:- Income	103,161	98,554	(4,607)			104.7%	
Expenditure	87,838	98,554	10,716	0	10,716	89.1%	
Net Income over Expenditure	<u>15,323</u>	<u>0</u>	<u>(15,323)</u>				
plus Transfer from EMR	8,991						
less Transfer to EMR	300						
Movement to/(from) Gen Reserve	<u>24,014</u>						

**TOLLESBURY PARISH COUNCIL  
PAYMENTS FOR APPROVAL**

**March 2022**

Date	Cheque No.	Payee	Invoice No/Ref	Expenditure Detail	Amount
<b>CO-OPERATIVE BANK - CURRENT ACCOUNT</b>					
15.02.22	D/D	Bulb		Electricity Supply - Pavilion	£43.61
28.02.22	D/D	Utility Warehouse	164042044	Parish Phone	£55.16
15.03.22	D/D	A & J Lighting Solutions	36024	Monthly maintenance	£67.92
<b>CO-OPERATIVE ACCOUNT - ACCOUNT No. 2</b>					
10.02.22	D/C	Tiptree Building Supplies	3051740	Stone - Woodrolfe Hard	£270.00
14.02.22	D/C	Amazon		Cleaning Materials	£11.99
16.02.22	D/D	Adobe		Adobe Monthly Subscription	£12.64
<b>UNITY TRUST BANK - CURRENT ACCOUNT</b>					
01.03.22		Wages		Staff Wages	£2,159.70
	Online	Essex Pension Fund		Employee and Employer Contributions - March	£756.40
	Online	HMRC		Tax & NI -February 2022	£790.14
	Online	Viking Skips Ltd	1056	Civic Amenity Skip	£168.00
			1065	Civic Amenity Skip	£168.00
	Online	D W Maintenance	2210	Grounds Maintenance - Cemetery - February	£541.66
			2211	Grounds Maintenance - February	£787.92
				Marking and lining of additional pitch	£81.50
	Online	S Curtis		Litter Contract	£416.66
	Online	Corona Corporate Solutions	348825	Quarterly charge	£228.92
	Online	Phelan Barker	INV-3709	Artwork - Signage Woodup Pool	£1,872.00
			INV-3710	Annual Costs - Hosting, Domain, SSL Certificates	£438.00
	Online	Magpie Roofing and Building Services		Emergency Repairs - Roof Tiles - Pavilion	£120.00
	Online	The Centre		Hall Hire - February 2022	£112.00
<b>TOTAL</b>					<b>£9,102.22</b>

<b>Payment Breakdown</b>	
Tollesbury Current Account	£166.69
Tollesbury A/c No. 2 Debit Card	£294.63
Unity Trust Bank	£8,640.90
<b>TOTAL</b>	<b>£9,102.22</b>



Hedgerow and tree planting on the recreation ground and cemetery.

**Rec.**

1) Two short lengths of hedgerow infill in the gaps along side Church Road between the two footpath crossings into the meadow on the east side of the road. Lengths of 25 metres and 13 metres. Marked at either end by a thumb size one foot high stake in the hedgerow at either end.

About four will be encouraged to grow on to become standard trees. Liaison with the hedge trimming team (and suitable marking will be required to ensure these 4 are not at risk from an annual haircut.

No fencing required.

Watering from recreation ground tap by rota of volunteers.

No cost to PC.

2) Creating shade at the Play area

A row of mixed Cherries and Rowan. 12 whips at 3 metre spacing just inside the southern fence line are recommended for the PC to consider.

No fencing required, no cost to PC and watering as above at 1).

3) Additional oval or circular planting area to be considered as a phase two possibility between the 'flywire' and the western hedge.

**Cemetery.**

Marked in the same way as above There are five gaps inside the steel post/plain wire fence line which are 12 m, 4 m, 5 m, 17 m, 6 m, long. Additionally a triangle extending to 20 metres along each boundary hedge will be infilled with mixed height trees and shrubs.

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## Estimate

### Tollesbury Parish Council

#### Legion Wreath

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Date: 18 February 2022  
Job reference: TPC/W/E17  
Client: Tollesbury Parish Council

Description	£
<b>Design, Artwork and Production</b>	
1. Design and artwork to specification.	20.00
2. Print 220mm circle on 2mm external board with weather seal, fix into wreath. Includes pick-up from manufacturer.	48.00
<b>Total (VAT to be included @ 20%)</b>	<b>£68.00</b>

Subject to our standard terms and conditions, payment is due 30 days following the receipt of payment request. VAT will be charged at 20%. All design concepts and artwork remain the copyright © Phelan Barker Limited until payment is made in full.

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