



Tollesbury Parish Council

Notice is hereby given that the Meeting of Tollesbury Parish Council will be held on **Tuesday 7th June 2022**, in **The Pavilion, Tollesbury Recreation Ground, Elysian Gardens** 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

1st June 2022

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

1. Co-option

To co-opt a Parish Councillor for Tollesbury Parish Council.

2. Apologies for Absence

To receive apologies for absence.

3. 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.

4. Public Forum

Members of the public will be given an opportunity to put forward their question(s) or statements 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.

5. County Councillor and District Councillors

5.1 To receive a report from County Councillor Durham

5.2 To receive a report from the District Councillors

6. Minutes

To receive and approve the minutes of the Parish Council Meeting held on 17th May 2022

7. Finance

7.1 To receive and approve the Monthly Financial Report as of 31st May 2022

7.2 To receive and approve the payment schedule

8. Internal Audit

8.1 To receive Internal Auditors Report

8.2 To carry out a review of Effectiveness of Internal Audit

9. Planning

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: 22/00573/HOUSE PP-11223981

Proposal: Single storey rear extension

Location: 25 Hunts Farm Close Tollesbury

10. Recreation Ground

10.1 To receive a verbal update from the Recreation Ground Committee

10.2 To receive Monthly Inspection Report

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

11.1 To receive a verbal update from the Environment and Amenity Committee.

12. Woodrolfe Hard

12.1 To receive a verbal update from the Woodrolfe Hard Committee

13. Woodup Pool

13.1 To receive a verbal update from the Woodup Pool Committee

13.2 To receive correspondence between Maldon District Council and the Parish Council regarding the water sampling of Woodup Pool

13.3 To receive and discuss artwork/quotations for Lifebuoy signage

14. Personnel

14.1 To receive the Draft Minutes of the Personnel Committee meeting held on 25th May 2022.

14.2 To adopt the revised Terms of Reference for the Personnel Committee as proposed by the Personnel Committee.

15. Neighbourhood Plan

To receive the notes from the Neighbourhood Plan Steering Group meeting held on 26th May 2022

16. Queen's Jubilee Celebrations (2nd – 5th June 2022)

To receive update on the Queen's Jubilee Celebrations

17. The Hangout

17.1 To receive update and plan for The Hangout

17.2 To consider draft agreement for the use of the Pavilion by The Hangout

18. Tollesfest – Funding Request

To consider request from Tollesfest Organisers for funding towards the toilets at the village event on 9th July 2022

19. Community Initiatives Fund

To receive notification of the launch of the 2022 Essex County Council Community Initiatives Fund

20. Maldon Nature Conservation Study

To receive the letter from Essex Ecology Services (EECOS) and consider whether there are any suggestions for new Local Wildlife Sites

21. Police/Community Protection Officers (CPO)

21.1 To receive the Police Reports (confidential) and discuss policing matters within the village to feedback to Essex Police

21.2 To receive the CPO Report for April 2022

22. Administration

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

23. Community Concerns

To receive information only or note future agenda items

24. Dates of the Next Meetings

Tuesday 14th June 2022 – Recreation Ground Committee – 7.30 pm – Pavilion

Wednesday 15th June 2022 – Woodup Pool Committee – 7.30 pm – Location TBC

Tuesday 21st June 2022 – Full Council Meeting – PLANNING ONLY – 7.30 pm – Pavilion

Monday 4th July 2022 – Woodrolfe Hard Committee – 7.30 pm – Pavilion

Tuesday 5th July 2022 – Full Council Meeting – 7.30 pm – Pavilion

Tuesday 2nd August 2022 – Full Council Meeting – 7.30 pm – Pavilion

Wednesday 3rd August 2022 – Environment and Amenity Committee – 7.30 pm – Pavilion

If you would like an item on the agenda at any Parish Council or Committee Meeting, you should write your request to the Parish Clerk at least a week before the meeting.

Clerk: Michelle Curtis

Address: PO Box 13205, Maldon, Essex CM9 9FU

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

TOLLESBURY PARISH COUNCIL
PLAYGROUND CHECKLIST

DATE OF INSPECTION: 31/05/2022

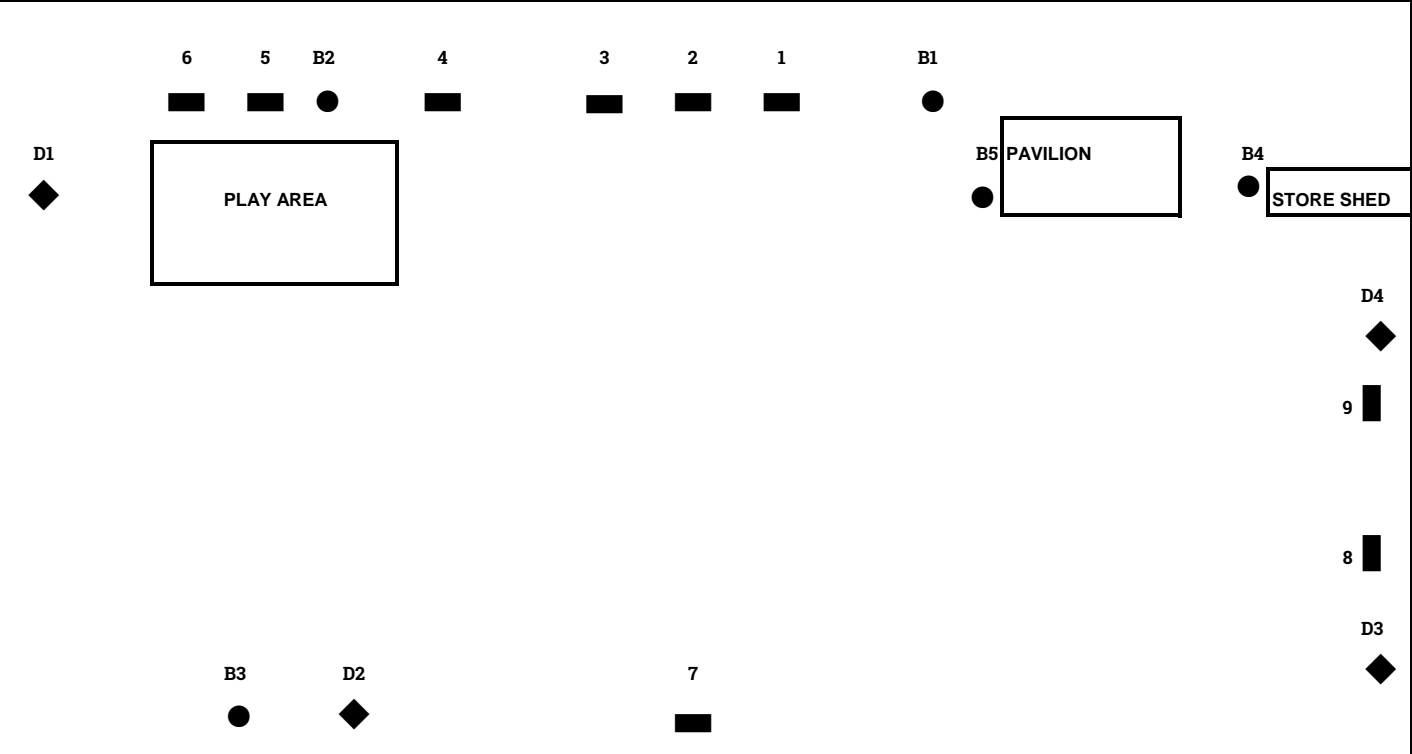
	Checked	Comments
EQUIPMENT	√	
Junior Swing	√	
Toddler Swing	√	
Snake Slide	√	
Wooden Climber Platform	√	
Tower and Slide	√	
Spinning Seasaw	√	
Igloo Climber	√	
Roundabout	√	
Zip Wire	√	
Playship	√	
Chicken and Cow Springer	√	
Youth Shelter	√	Graffiti - reported Nov 21
Skate Park	√	Graffiti reported Nov 21 - More rust holes appearing
Surfer Springer	√	
Fire Engine	√	
Fence	√	
Football Goal Posts	√	

Signed: *S J Curtis*

Basketball Hoop repaired

TOLLESBURY PARISH COUNCIL
BENCHES AND BINS

DATE OF INSPECTION: 31/05/2022



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	Ok
4	Ok

Litter Bins (B*)

1	Ok
2	Ok
3	Ok
4	Ok
5	Ok

Signed: *S J Curtis*



TOLLESBURY
PARISH
COUNCIL

Agenda Item 13.2

Our ref: TPC/775-22/MC
Date: 25th May 2022

Hannah Wheatley
Specialist Services Manager
Maldon District Councils
Princes Road
Maldon
Essex CM9 5DL

Dear Ms Wheatley,

Re: Water Sampling – Woodup Pool, Tollesbury

I write further to the email from Sarah Turbutt regarding the water sampling at Woodup Pool, Tollesbury.

Tollesbury Parish Council is very disappointed that Tollesbury residents are having to pick up the additional costs of the water testing of Woodup Pool. The amenity has been promoted by Maldon District Council. Visitors now arrive from all over the District and we have no practical means of restricting the usage of it to local residents.

We request that Maldon District Council reconsiders their position with regards to covering the costs of the water testing.

Meanwhile, to ensure continuity of the service for the public this season, Tollesbury Parish Council reluctantly agrees to pay for the water sampling tests for the year 2022 only.

The season for the pool commences on Friday 27th May 2022 – we request that Maldon District Council arrange for the water sampling to be carried out for the season in line with previous years.

Beyond that, we look forward to hearing from you with regards to the funding for future years.

Yours sincerely

Michelle Curtis
Clerk to the Council

cc County Councillor Durham
District Councillors Morley, Stephens and Thompson

Clerk: Michelle Curtis **Address:** PO Box 13205, Maldon, Essex CM9 9FU
Telephone: 01621 869039. **Email:** tollesburypc@btinternet.com

From: Hannah Wheatley <hannah.wheatley@malton.gov.uk>
To: Tollesbury Parish Council <tollesburypc@btinternet.com>
CC: Sarah Turbutt <sarah.turbutt@malton.gov.uk>, Cllr. Clive Morley <Cllr.Clive.Morley@malton.gov.uk>, Cllr. Emma Stephens <cllr.emma.stephens@malton.gov.uk>, Cllr. Maddie Thompson <Cllr.Maddie.Thompson@malton.gov.uk>, Cllr Mark Durham <Cllr.Mark.Durham@essex.gov.uk>, Richard Holmes <richard.holmes@malton.gov.uk>
Date: May 26, 2022 3:21:08 PM
Subject: RE: Water Testing - Woodup Pool
Attachments: Tollesbury PC agreement letter 7.20 (HW).doc

Hello Michelle,

Please note that our position has not changed, Maldon District Council no longer has the budget to fund water sampling at Woodup Pool. It is frustrating that this decision continues to be challenged by Tollesbury Parish Council, so I once again attach my final decision letter on this matter and recommend alternative funding sources/commercial options are reviewed for meeting the costs of the water sampling going forward.

Kind regards,

Hannah

Hannah Wheatley | Specialist Services Manager | Service Delivery Directorate
(She/Her)

Maldon District Council, Princes Road, Maldon, Essex CM9 5DL
Normal working hours: Monday-Thursday 8:30am-5pm, Friday 8:30am-4:30pm
email hannah.wheatley@malton.gov.uk | @maldondc



From: Tollesbury Parish Council <tollesburypc@btinternet.com>
Sent: 25 May 2022 20:50
To: Hannah Wheatley <hannah.wheatley@malton.gov.uk>
Cc: Sarah Turbutt <sarah.turbutt@malton.gov.uk>; Hannah Wheatley <hannah.wheatley@malton.gov.uk>; Cllr. Clive Morley <Cllr.Clive.Morley@malton.gov.uk>; Cllr. Emma Stephens <cllr.emma.stephens@malton.gov.uk>; Cllr. Maddie Thompson <Cllr.Maddie.Thompson@malton.gov.uk>; Cllr Mark Durham <Cllr.Mark.Durham@essex.gov.uk>
Subject: Water Testing - Woodup Pool

Dear Hannah,

Please see attached letter from Tollesbury Parish Council.

Kind regards

Michelle Curtis
Clerk to the Council


Tollesbury Parish Council
PO Box 13205
Maldon
CM9 9FU

Tel: Office - 01621 869039
Email: tollesburypc@btinternet.com

The information in this email and in any attachments is confidential and may be privileged.
If you are not the intended recipient, please destroy this message, delete any copies held on your systems and notify the sender immediately.
If you are not the intended recipient, you should not retain, copy or use this email for any purpose, nor disclose all or any part of its content to any other person.

Maldon District Council

Our Vision: Sustainable Council, Prosperous Future

 **Please consider the environment before printing this email.** *This email (including any attachments) is intended only for the recipient(s) named above. It may contain confidential or privileged information and should not be read, copied or otherwise used by any other person unless express permission is given. If you are not a named recipient, please contact the sender and delete the email from your system. It is the recipient's responsibility to ensure that appropriate measures are in place to check for software viruses. All communications sent to or from the Council may be subject to recording and / or monitoring in accordance with relevant legislation.*

24th March 2021

Mrs. M. Curtis
Clerk to the Tollesbury Parish Council
4 Valkyrie Close,
Tollesbury,
Maldon,
Essex
CM9 8SL

Enquiries to Hannah Wheatley
Email: Hannah.wheatley@maldon.gov.uk

Dear Mrs Curtis,

Water Sampling - Woodup Pool, Tollesbury

Following the meeting on 19th May 2020 with members of Tollesbury Parish Council, the Director of Service Delivery and the Specialist Services Manager reviewed the Council's resources and re-considered its position in relation to the water sampling of Woodup Pool, Tollesbury. At that time, the Parish Council was informed that Maldon District Council would pay for the sampling analysis until October 2020. However, with the second spike in infection rates and subsequent lockdown, Woodup Pool remained closed. The Council recognises no sampling was required for the period of April 2020 to March 2021 and therefore no costs were incurred.

In light of the above, the decision has been made that Maldon District Council will meet the cost of Water Sampling at Woodup Pool from April 2021 to September 2021 (inclusive). This will be a total of 12 samples.

Moving forward, Maldon District Council wishes to inform you that the sampling at Woodup Pool will not be funded by the authority past September 2021, due largely to the significant financial impact from the pandemic. Should Tollesbury Parish Council wish to continue to have water sampling completed from April 2022, the Parish Council will need to make arrangements to meet that financial obligation.

If you are or intend operating the pool during the coronavirus pandemic, you will need to ensure that a Covid secure risk assessment is undertaken. Safety controls will need to be in place to mitigate the risk of coronavirus transmission. Guidance can be found on the government website, see <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/providers-of-grassroots-sport-and-gym-leisure-facilities>

In the meantime, if you have any questions or wish to discuss this matter further, please contact me at the Council.

Yours sincerely

Philip Closs
Shellfish Sampling officer
Maldon District Council

pp. Hannah Wheatley
Specialist Services Manager



TOLLESBURY
PARISH
COUNCIL

TERMS OF REFERENCE

Personnel Committee

1. Membership

- 1.1 Membership shall consist of 4 Council Members (of which one should be the current Parish Council Chairman) appointed at the Annual Statutory Parish Meeting.
- 1.2 Members may be co-opted on the basis of their special knowledge or interest.
- 1.3 The Chairman of the Committee shall be elected as per Standing Orders 4d(vii). A Vice-Chairman shall also be appointed.

The Chairman of the meeting may give an original vote on any matter put to the vote and in the case of equal votes may exercise his casting vote whether or not he gave an original vote, voting should be via show of hands.

- 1.4 A quorum shall consist of 3 members of the Committee.

2. Meetings

- 2.1 The calendar of meetings shall be confirmed at the first meeting after the Annual Statutory Meeting of the Parish Council.
- 2.2 The Personnel Committee will be convened in accordance with the Parish Council's Standing Orders.
- 2.3 The Agenda will be published in accordance with Standing Order 3b.
- 2.4 Minutes of all meetings will be recorded by the Parish Clerk or by a person nominated by the Clerk and shall be presented electronically at the next Full Meeting of Tollesbury Parish Council. All Personnel decisions will be circulated with any recommendations needed for consideration to be put forward at the next Full Meeting of Tollesbury Parish Council.
- 2.5 Additional meetings will be arranged as required.



3. Areas of responsibility

- 3.1 The Clerk should always seek external advice from the EALC and retained HR sources as and when needed. Generally, the Clerk is the named officer to approach such external bodies.

In matters connected with the Clerk's performance or management, the Personnel Committee will authorise the Chairman to contact these bodies. If the Chairman is not available, the Committee will nominate a member.

- 3.2 If any member of the staff is unhappy with the line management and feels they have to bypass the normal structure, they may request a meeting with the Chairman and Vice-Chairman or, in their absence, two other members of the Committee. The outcome is to be taken to the next Committee meeting or an extra one called.

- 3.3 The Personnel Committee delegates the responsibility to the Clerk to provide day to day oversight, direction, guidance and support for the work of the Council staff. The Clerk is also responsible for managing annual leave, approved lieu time and monitoring sickness. It is the responsibility of the Clerk to bring serious matters of concern to the Personnel Committee, including unusual or extended sick leave patterns.

- 3.4 The Personnel Committee manage on behalf of the Council, advised as necessary by the Proper Officer, the following:
- The overall performance of the staff, delegating the day to day line management of the Clerk. The Committee will be the body authorised to guide and assist the Clerk.
 - Ensure that employment conditions of any employees or contracted workers fully recognise Health and Safety legislation as well as Standing Orders and Financial Regulations.
 - Dealing with matters of individual or group discipline through the established management ranks, offering guidance and support to line management as appropriate.
 - If the problems require disciplinary and grievance procedures, then these will be directed to the appropriate panel as per the adopted procedures.



- Carrying out an annual review in April each year of the Council's employment policies, making recommendations to the Full Council for any alterations/amendments.
- Through the Clerk/RFO, the Committee will be aware of pay, NI, pension contributions and other related expenses, and ensure that legal requirements and recommendations are complied with.
- The Committee will forward details of resignations to the full Council and will initiate filling the vacancy.
- Advertising for new staff, conducting interviews and making recommendations to the full Council.
- Contracts of employment for new staff members are reviewed by the Personnel Committee and approved by the Full Council.
- The Committee Chairman and/or Vice-Chairman may approve the Clerk's annual leave and lieu time.
- Responsible oversight and guidance in the management of the budget allocated to personnel.
- It is recognised that some matters may be of a sensitive or confidential nature and require to be treated accordingly as permitted by Standing Orders.

Version	Details of Changes	Date	Approver
V1.0	Adopted by the Parish Council	01/09/20	TPC
V1.0	Reviewed – no change	03/05/22	TPC
V2.0	Reviewed and amended by the Personnel Committee	25/05/22	
V2.0	V2.0 - Adopted by the Full Council	07/06/22	TPC
	Next Review – April 2023		

REPORT FOR TOLLESBURY PARISH COUNCIL

TOLLESBURY *HANGOUT* – UPDATE & PLAN

BACKGROUND

Engagement with young people in the village is not new. The pandemic created a pause, but activities have restarted. Overall, the village is now well-served with groups for the younger ages (14 and below).

Over the past couple of years, chiefly related to the pandemic, the behaviours of a small number of young people led to several supportive initiatives. These were as much about parenting as about the teenagers. The Parish Council wrote to some families; and the Police have been involved in a few specific cases.

Meanwhile, the case has been made for the village to develop support for young people who wish to sample workplaces and acquire support with developing experience and skills. Some companies in Tollesbury have expressed a willingness to assist; and one has signalled an interest in motivating interest in technical apprenticeships.

A consultation with young people has confirmed that there is an interest in taking part.

CURRENT SITUATION

Overall, the negative behaviours of young people are now much less of a concern. Some minor incidents continue to cause disquiet, but there is not thought to be an ongoing need for remedial measures.

Instead, the idea is for the ***HANGOUT*** to restart this year with a positive and supportive agenda to create a safe and engaging space for young people who have outgrown Youth Club, namely the 14-18 group.

The opportunity is foreseen to connect individual young people with specific companies, to develop awareness of training and skills opportunities right here in the village.

We are part of the Essex Youth Strategy Group, which includes Maldon District Council, and we have forged a strong partnership with Essex Youth Services. A budget has been established; funding has been found for setting-up costs. In total, some £1600 is now available for prudent spending.

OUTLINE PLAN

The organisers (Jolene, Vikki and Roy) recognise that the success of the initiative depends on finding sufficient volunteers prepared to join a monthly rota to assist in running it. The initiative is a sub-set of the Tollesbury Volunteers Support Group.

If there are insufficient volunteers, the ***HANGOUT*** will not run.

So, the priority is to attract sufficient pairs of hands. Each adult needs to be DBS cleared. The funding that has been made available will cover the cost of clearance and help to prepare the volunteers with preparatory briefing and training.

Assuming volunteers can be found, the ***HANGOUT*** will operate for two hours on Thursday evenings, twice a month. Each volunteer will be invited to contribute their time and energy at least

once every four to six weeks. Three volunteers are required for each evening, for safeguarding reasons.

Activities will be driven by the suggestions from the members of the **HANGOUT**. Initially, several options exist within the pavilion.

The availability of the space in the pavilion is a key asset. The recent procurement of a flatscreen TV (with a licence) and the donation of some games are helpful too. The ambience in the pavilion will be developed in subtle ways, to provide more welcoming lighting and furnishing. The pantry can provide refreshments.

The focus of the **HANGOUT** is to engage young people in positive activities.

NEXT STEPS

1. Recruit sufficient volunteers: to assess their needs for briefing/training and to have them DBS cleared. The objective is to tackle this during May and June. Until this is achieved, there will be no recruiting drive for young people.
2. Safeguarding Policy needs to be written. Essex Youth Services can assist with this; and with drafting the related Risk Assessment, for the organisers, volunteers and the Parish Council.
3. Already in hand, the existing Insurance Policy held with PolicyBee by the Tollesbury Volunteers Support Group needs to be updated to reflect the needs of the initiative.
4. The environment in the pavilion needs to be developed, in conjunction with the Parish Clerk and other users, to provide shared space and an appropriate (reversible) vibe.
5. Once volunteers have been recruited and DBS cleared, the Parish Council will be informed; at the same time the Risk Assessment and updated insurance certificate will be shared; updates will be provided quarterly to the Parish Council.

Subject to finding sufficient volunteers, the current working assumption is that **HANGOUT** will open in July and run through the summer. Once up and running, the outcomes will be monitored and any changes in approach can be introduced during the autumn.

Jolene Rogers
Vikki Chambers
Roy Clare

23 MAY 2022



**AGREEMENT FOR USE OF THE PAVILION
BETWEEN TOLLESBURY PARISH COUNCIL AND THE HANGOUT**

This agreement dated _____ is between Tollesbury Parish Council (TPC) and The Hangout (TH) for the use of the Pavilion, Recreation Ground, Elysian Gardens, Tollesbury, Essex CM9 8QN, for the running of a Youth Group "*The Hangout*" aimed at young people in the village between the ages of 14 and 18.

Cost for hire: TPC agreed to allow the Pavilion to be used by TH free of charge

Responsible for TH: Vikki Chambers – 07568 574357
Roy Clare – 07779 947483
Jolene Rogers - 7885 733347

Pavilion Usage: The Pavilion is to be used by TH bi-weekly between 7 pm and 10 pm. TH will review usage in November 2022. TH to notify the Parish Clerk of any changes to the submitted usage dates.

TH is being run by volunteers. The volunteers are to collect the keys to access the building from the Key Hider, located at the Parish Clerk's home address. A code will be allocated to TH for access to the Key Hider.

Keys are to be collected and returned on the day of use.

Should the keys be lost, TH will be responsible for replacing all the locks to the Pavilion and Store Shed and for the cutting of additional keys.

Wi-fi is available via a Mobile Wi-Fi device. TH will need to pay for the device to be topped up. Payment and top-up to be done via the Parish Clerk.

Any electrical items used by TH must be PAC tested.



TOLLESBURY
PARISH
COUNCIL

TH volunteers to take responsibility to ensure that all electricity/heating/lights are switched off and doors are securely locked when leaving the building.

After each use, any equipment to be tidied away and the Pavilion cleaned, ready for the next users.

Should there be any hirers of the Pavilion, TH to remove all their equipment into the store shed. The Parish Clerk will advise TH of any booking as soon as possible.

Any damage to the Pavilion or its contents should be reported immediately to the Parish Clerk, and TH agrees to pay for any repairs/replacement items.

The television on the portable stand should be locked away in the Referee's room after each use.

Should TH disband, those responsible for the group should immediately remove any equipment from the Pavilion and Store Shed.

Insurance:

Insurance for TH is being provided by PolicyBee under the auspices of the Tollesbury Volunteers Support Group. TH to submit a copy of the insurance policy documents to the Parish Clerk annually.

Risk Assessment:

A Risk Assessment is to be carried out by TH, reviewed annually, and submitted to TPC.

Volunteers:

It is the responsibility of TH to ensure that necessary training, policies, and DBS checks of all volunteers are in place to operate TH.

Copies of all policies are to be submitted to the TPC.



TOLLESBURY
PARISH
COUNCIL

Signed for The Hangout:

Signed: _____ Date: _____
Vikki Chambers

Signed: _____ Date: _____
Roy Clare

Signed: _____ Date: _____
Jolene Rogers

Signed on behalf of Tollesbury Parish Council:

Signed: _____ Date: _____
Chairman – Simon Plater

From: Funding | EALC <Funding@ealc.gov.uk>
To: Althorne Parish Council <althornepc@yahoo.com>, Asheldham & Dengie Parish Council <asheldham_dengiepc@yahoo.co.uk>, Bradwell on Sea Parish Council <Bradwellpc@yahoo.co.uk>, Burnham on Crouch Town Council <office@burnhamtowncouncil.com>, Cold Norton Parish Council (mariadyr30@yahoo.co.uk) <mariadyr30@yahoo.co.uk>, Goldhanger Parish Council <clerk.gpc@outlook.com>, Great Braxted Parish Council <parishclerk@greatbraxtedpc.org.uk>, Heybridge Basin Parish Council <clerk@heybridgebasinpc.org.uk>, Heybridge Parish Council (clerk@heybridgeparishcouncil.gov.uk) <clerk@heybridgeparishcouncil.gov.uk>, Langford & Utling Parish Council <langford.ulting.pc@gmail.com>, Latchingdon Parish Council <latchingdonpc@yahoo.co.uk>, Little Braxted Parish Council <littlebraxtedpc@hotmail.com>, Little Totham Parish Council (rowena.collins1@gmail.com) <pc.littletotham@gmail.com>, Maldon Town Council <townclerk@maldontowncouncil.gov.uk>, Mayland Parish Council (maylandpc@btinternet.com) <maylandpc@gmail.com>, Mundon Parish Council <mundonparishcouncil@yahoo.com>, North Fambridge Parish Council <nfampc3@gmail.com>, Purleigh Parish Council (jane.m.potter@btinternet.com) <jane.m.potter@btinternet.com>, Southminster Parish Council (southminsterpc@yahoo.co.uk) <southminsterpc@yahoo.co.uk>, St Lawrence Parish Council <slparishclerk@gmail.com>, Steeple Parish Council <steepleparishcouncil@gmail.com>, Stow Maries Parish Council <clerk.stowmariesparishcouncil@gmail.com>, Tillingham Village <clerk@tillinghamvillagecouncil.org>, Tollesbury Parish Council (tollesburypc@btinternet.com) <tollesburypc@btinternet.com>, Tolleshunt D'Arcy Parish Council (tdarcyclerk@goolemail.com) <clerk@tolleshuntarcypc.org>, Tolleshunt major Parish Council (vysian.banyardl@hotmail.com) <vysian.banyardl@hotmail.com>, Wickham Bishops Parish Council (wickhambishops.pc@btinternet.com) <info@wickhambishopsparishcouncil.org>, Woodham Mortimer & Hazleigh Parish Council <clerk@wmortimerhazleigh-pc.gov.uk>, Woodham Walter Parish Council <parishclerk@woodhamwalterpc.org>
Date: May 30, 2022 10:28:20 AM
Subject: Launch of the Community Initiative Fund (CIF) 2022
Attachments: CIF Application Form 2022-23.doc, CIF 2022-2023 Guidance Notes.docx

Good Morning

I am writing to inform you that the EALC and ECC have today launched this year's **Community Initiative Fund (CIF)** scheme.

Whilst this is slightly later than in previous years, it has enabled us to undertake a detailed review of the process to help streamline matters for both Applicants and EALC administration.

As an example we have removed the need for a Pre-Application Form submission, and now just require one Full Application, together with some more helpful changes to the Form and improved Guidance Notes, both of which are attached.

Applications will remain **open until 19th August** (no late requests will be accepted), and the Panel Day will be held on 11th October, with decision letters sent out thereafter.

ECC have insisted on some changes around certain criteria elements, and in particular a minimum level of matched project funding to be provided by Parish & Town Councils, but we have ensured that where is this not possible there is an ability for exceptional circumstances to be considered, especially for those smaller Parishes with low levels of available Precept.

The emphasis for projects to be considered will be around ECC's **Everyone's Essex** strategic plan, and a link within the Application Form will take you to their website where details can be found.

We expect as in previous years, to receive Applications totalling far in excess of the sum available within the Fund, therefore the Panel will be looking at projects which fulfil all the criteria and provide the best support to their local community.

Details reading the scheme can be found on our website or if you have any further questions or queries please contact me before the end of June, or my replacement thereafter.

Kind regards

Robert Laurie
 Funding Officer
 Essex Association of Local Councils

42B High Street, Great Dunmow, Essex, CM6 1AH
 Tel: 01371 879722

(Working Hours: Monday, Tuesday & Thursday 9am to 5pm, and Wednesday 9am to 1pm)



www.ealc.gov.uk

The Essex Association of Local Councils wish to thank Essex County Council for the continued support and financial commitment to enable services to be delivered to the Parish sector in Essex.

For all grant funds held on behalf of ECC and information on the free training offered under the Health & Wellbeing Initiative please see www.ealc.gov.uk

This email (including attachments) is intended for the recipient(s) named above. It may contain confidential or privileged information and should not be read, copied or otherwise used by any other person unless express permission is given. If you are not a named recipient, please contact the sender and delete the email from your system. It is the recipient's responsibility to ensure that the appropriate measures are in place to check for software viruses.

From: Abbie Hunns <abbieh@essexwt.org.uk>
To: tollesbury@btinternet.com <tollesbury@btinternet.com>
Date: May 18, 2022 11:24:31 AM
Subject: Maldon Nature Conservation Study: Consultation re. Potential Local Wildlife Sites

Dear Mrs Curtis,

Essex Ecology Services (EECOS) has been commissioned by Maldon District Council to carry out a review of Local Wildlife Sites (LoWS) within the district. As you are no doubt aware, LoWS are sites of biodiversity/wildlife value which are not legally protected but which are taken into account during the development control and planning process.

The project is known as Maldon Nature Conservation Study and includes the identification of potential new LoWS, as well as an assessment of landscape-scale connectivity. Therefore, we are consulting any interested parties (e.g., parish councils, local naturalists, conservation groups and land owners) to ask if they have any suggestions for potential new sites in their local area.

I would be grateful if you could let me know if you have any suggestions for new LoWS and any recommendations as to additional bodies or individuals we could approach on this matter.

Please note that we will not be looking at sites already covered by SSSI or other 'higher level' designations, which includes much of the coast to seaward of the seawall.

If you wish to consult the existing (2007) Maldon LoWS Register and/or LoWS Selection Criteria, these are available on the Maldon District Council website, although we can provide you with a copy if required.

Please let me know if you have any queries or wish to discuss the matter. If you would like to discuss this over the telephone, please call our project co-ordinator, Pat Hatch, on either 01621 862986 or 07872 838995.

I look forward to hearing from you.

Kind regards,

Abigail

Abbie Hunns
Assistant Ecologist
Essex Ecology Services
T 01621 862986

EECOS is the [ecological consultancy](https://www.essexwildlifetrust.org.uk/ecological-consultancy) of Essex Wildlife Trust.

www.eecos.co.uk

"Professional ecological services applying local knowledge and experience"



Parish / Town Council	Month	Total Number of Hours
Tollesbury	April	3
PCNs Issued	FPNs Dog Fouling	FPNs Litter Fouling
0	0	0
ASB Issues		VMO (Vehicle Moved On)
0		1
Any Other Details		

Officer	Date	Parish	Start	Finish	Total	Patrol Area	COMMENTS ON PATROL
BC/SC	15/04/2022	Tollesbury	10:30	11:15	00:45	Woodrolfe Road carparking patrol/ next to Saltpool.	Checks on recreation ground and station road, all appeared correct. Observed dog walkers, all ok.
BC/SC	20/04/2022	Tollesbury	14:15	15:30	01:15	Village	Recreation ground check onto village and school patrol, nothing to report.
BC/GD	25/04/2022	Tollesbury	09:05	10:05	01:00	Patrols of village	Check on saltpool, woodrolfe Road, recreation ground , engaged with locals, dog fouling checks. All ok.
					3:00:00		