



## **Tollesbury Parish Council**

Notice is hereby given that an Extra-Ordinary Meeting of Tollesbury Parish Council will be held on **Tuesday 16<sup>th</sup> August 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

9<sup>th</sup> August 2022

Councillors: S Plater (Chairman), T Lowther (Vice-Chairman), M Bell,  
V Chambers, R Clare, A Ferneyhough, L Goldie, S Hawes,  
C Page, 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. Apologies for Absence**

To receive apologies for absence.

**2. Declaration of Interest**

Members are reminded that they are required to declare any Disclosable Pecuniary Interests, Other Pecuniary Interests and Non-Pecuniary Interests which they know they might have in items of business on the agenda. They are reminded that they will need to repeat their declarations at the appropriate point in the meeting and leave the room if required under the Code of Conduct. Unforeseen interests must be declared similarly at the appropriate time.

**3. Public Forum**

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

**4. County Councillor and District Councillors**

To receive information from the County Councillor and District Councillors

## **5. Minutes**

To receive and approve the minutes of the Parish Council Meeting held on 1<sup>st</sup> August 2022

## **6. Planning Applications**

### **6.1 Planning Applications**

Applications are circulated to all Councillors with the agenda for study ahead of the meeting. Planning documents are also available for everyone to view on Maldon District Council's website ([www.maldon.gov.uk](http://www.maldon.gov.uk)).

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

Application No: HOUS/MAL/22/00842 PP-11415663

Proposal: Proposed two storey extension.

Location: 1 Sceptre Close Tollesbury

Application No: HOUSE/MAL/22/00850 PP-11418856

Proposal: Proposed single storey rear extension, a dormer on the north roof slope, single storey front extension, relocation of the front door and internal alterations.

Location: 2 Thurstable Close Tollesbury

Application No: HOUSE/MAL/22/00793 PP-11376825

Proposal: Demolish existing detached double garage, erect new detached three vehicle cart lodge, a 1.8 metre close boarded fence and block paver driveway to extend to the front of the proposed cart lodge.

Location: 20 Hunts Farm Close Tollesbury

Application No: WTPO/MAL/22/00630 PP-11258709

Proposal: T1 Horse chestnut - Fell and replace with native hardwood.

Location: 61 Wycke Lane Tollesbury Essex

Application No: VAR/MAL/22/00852 PP-11421294

Proposal: Variation of condition 2 on planning permission HOUSE/MAL/20/01147 (Single storey rear/ side extension. Roof addition including roof lights and flue pipe. Changes to fenestration.) Amendment sought: - Condition 2 - Amendment to the roof of the proposed development.

Location: White Leighs 44 Woodrolfe Road Tollesbury

Application No: FUL/MAL/22/00639 PP-11240383

Proposal: Proposed development of 17, 1, 2, and 3 bedroom dwellings including access, landscaping and associated works

Location: The Go-Ahead Group Plc 62 New Road Tollesbury

### **6.2 Planning Decisions**

To receive notification of Planning Decisions from Maldon District Council.

### **6.3 Planning Appeals**

To receive notification of Planning Appeals from Maldon District Council.

[Appeal Ref: APP/X1545/W/22/3298297](#)

Application Ref: 21/00900/OUT

Site Address: Land Adjacent To 31 Woodrolfe Road Tollesbury

Proposal: Outline planning permission with the matters of access, appearance, layout and scale for determination for the erection of 1no. detached three bedroom chalet style dwelling.

### **6.4 Planning Appeal Decisions**

To note appeal decisions made by the Planning Inspectorate.

### **6.5 Tree Preservation Orders for information**

To note TPOs made by Maldon District Council.

## **7. Community Initiatives Fund**

**7.1** To consider the quotations for a kick wall for the Recreation Ground

**7.2** To approve the application to the Essex County Community Initiatives Funds

## **8. Code of Conduct**

To consider adopting the new Code of Conduct as recommended by Maldon District Council

## **9. Woodup Pool**

[To receive correspondence from Frost and Drake regarding access to Woodup Pool and agree on the next steps](#)

## **10. Woodrolfe Green**

[To receive correspondence from a resident regarding the use of Woodrolfe Green.](#)

## **11. Pavilion**

[To receive notification of electricity price increase.](#)

## **12. Covid Procedures**

[To receive an email from a resident regarding covid procedures at Maldon District Council meetings and discuss whether the advisory procedures should be considered for meetings of Tollesbury Parish Council](#)

## **13. Administration**

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

## **14. Community Concerns**

To receive information only or note future agenda items

## **15. Dates of the Next Meetings**

Monday 5<sup>th</sup> September 2022 – Woodrolfe Hard Committee – 7.30 pm – Pavilion

Tuesday 6<sup>th</sup> September 2022 – Full Council Meeting – 7.30 pm – Pavilion

Tuesday 13<sup>th</sup> September 2022 – Finance and Policy committee – 7.30 pm – Pavilion

Tuesday 20<sup>th</sup> September 2022 - Full Council Meeting – 7.30 pm – Pavilion

Tuesday 20<sup>th</sup> September 2022 – Recreation Ground Committee – Following the Full Council Meeting

Tuesday 4<sup>th</sup> October 2022 – Full Council Meeting – 7.30 pm – Pavilion

Tuesday 18<sup>th</sup> October 2022 - Full Council Meeting – 7.30 pm – Pavilion

Tuesday 18<sup>th</sup> October 2022 – Woodup Pool Committee – Following the Full Council Meeting

If you would like an item on the agenda at any Full 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

28 July 2022



Reference: 21/00900/OUT  
Planning Officer: Hannah Bowles

Dear Sir/Madam

**TOWN AND COUNTRY PLANNING ACT 1990  
APPEAL UNDER SECTION 78**

**Site Address:** Land Adjacent To 31 Woodrolfe Road Tollesbury Essex  
**Proposal:** Outline planning permission with the matters of access, appearance, layout and scale for determination for the erection of 1no. detached three bedroom chalet style dwelling.  
**Application Ref:** 21/00900/OUT  
**Appellants Name:** Ms J Hay & Mr I Pettican  
**Appeal Ref:** APP/X1545/W/22/3298297  
**Appeal Start Date:** 22 July 2022

I refer to the above details. An appeal has been made to the Secretary of State against the Council's decision to refuse to grant planning permission.

The appeal will be determined on the basis of **written representations**. The procedure to be followed is set out in Part 2 of The Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009, as amended.

We have forwarded all the representations made to us on the application to the Planning Inspectorate and the appellant. These will be considered by the Inspector when determining the appeal.

If you wish to make comments, or modify/withdraw your previous representation, you can do so on the Planning Inspectorate website at <https://acp.planninginspectorate.gov.uk> or by emailing [east1@planninginspectorate.gov.uk](mailto:east1@planninginspectorate.gov.uk). If you do not have access to the internet, you can send **three** copies to:

Jonathan Alden  
The Planning Inspectorate  
3B Eagle Wing  
Temple Quay House  
2 The Square  
Bristol  
BS1 6PN



**All representations must be received by 26 August 2022.** Any representations submitted after the deadline will not usually be considered and will be returned. The Planning Inspectorate does not acknowledge representations. **All representations must quote the appeal reference.**

The appeal documents are available to view on our website [www.maldon.gov.uk](http://www.maldon.gov.uk). Alternatively they may be viewed at the Council Offices, Princes Road, Maldon between 8.30am-5pm Monday-Thursday and 8.30am-4.30pm Fridays.

Guidance on taking part in planning appeals is available from  
<https://www.gov.uk/topic/planning-development/planning-permission-appeals>

When made, the decision will be published on the Planning Inspectorate website  
<https://acp.planninginspectorate.gov.uk>.

Yours faithfully

A handwritten signature in black ink, appearing to read 'ML', is positioned above the printed name.

Matt Leigh  
Lead Specialist Place

**From:** [REDACTED]  
**To:** Tollesbury Parish Council <tollesburypc@btinternet.com>  
**Date:** Aug 1, 2022 7:15:04 PM  
**Subject:** Re: **Woodup Pool**

Michelle/Simon and the Parish Council

Your letter is received.

I do not agree with some of the content and will take further advice prior to responding.

When I was at the yard on Saturday I noticed that the removable post with the padlock had been let unlocked (I have again locked it) presumably by the PC or the let loos driver. This is not acceptable!. We have thus far been more than cooperative and acted in accordance with the deed.

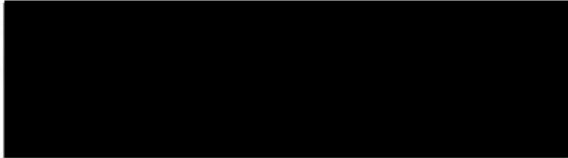
As you will have seen I am on vacation at the moment. And will respond once back.

At this time I would suggest that the Parish council do not look further into a made up path across our land.

Best regards

[REDACTED]



  
4th August 2022

Tollesbury Parish Council,  
Tollesbury.

Dear Councillors

Re: Golden Wedding Celebrations - 30th July 2022

I am writing to lodge a formal complaint about the above party held on Woodrolfe Green on Saturday, 30th July, 2022.

I do read and monitor the parish council agenda items and minutes to keep a breast of what is going on in our community and do not remember seeing anything about permission given for this event.

Both my parents and myself have requested further information which only my father received a telephone call from the parish clerk - I am still awaiting for my call to be returned!

Michelle Curtis confirmed to my father that Simon Platter had given permission for this event to be held on Woodrolfe Green and am surprised and disappointed at this. I understand when the Tolfest event takes place they have to jump through numerous hoops, risk assessments etc. in order for this to be held. I am also surprised to learn from Sarah Houlding that they were not aware of your separate agreement of the Woodrolfe Green area being used. Sarah explained it was a booking taken by the old Scout Hut committee.

The first I knew of this rather grand affair was when the staging appeared on the Green, I then had then less than twelve hours to organise the welfare of seven horses!

I am very disappointed that no consideration to my parents and their equestrian business was given, especially as my father did serve on the parish council for many years.

Horses are a fight or flight animal and their welfare is something I am very passionate about. One of the liveries pony with us was rescued and is from the local Horse and Pony Sanctuary to receive tlc.

I feel compelled to raise a complaint on how permission was given to one family without full transparency and ask you to readdress your process for future approvals as welfare of live-stock needs to be considered. No further outdoor music at this location would be appreciated as siting the band directly behind our stables was to say the least, inconsiderate and rude to all.



The facilities in the Scout Hut were obviously inadequate as our stable driveway became an overflow urinal for the young gentlemen! An antisocial behaviour complaint has been raised for this as the public toilet block was closed as locked overnight.

Going forward, complete transparency is needed and more than a month's notice required should we need to organise alternative accommodation for this period.


I await your response on how one person was able to give permission without due consideration to all parties.

As a result of no notice, we had a damaged fence and one lame horse due to stress.

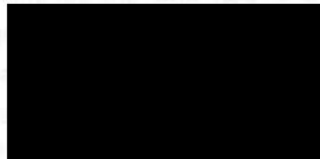
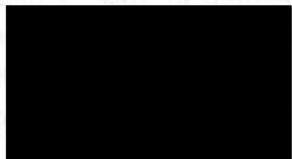
I would point out that there seemed no sign of fire safety precautions and at this time when everywhere is like a tinder box, it beggars believe. We implemented by extending a hose at the back of the stables as a safety measure.

I hereby request notice of any out of the ordinary events that may take place at Woodrolfe Green so appropriate action can be taken to ensure the well being of our horses.

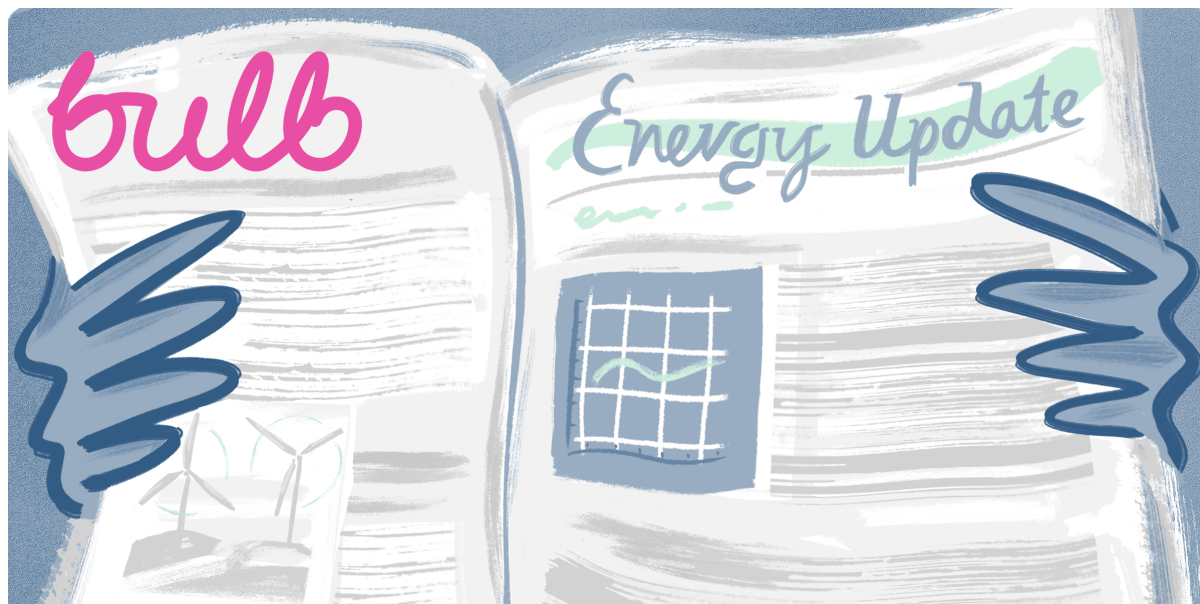
Yours sincerely,



Endorsed by:



**From:** Hello from Bulb <hello@bulb.co.uk>  
**To:** there <tollesburypc@btinternet.com>  
**Date:** Aug 9, 2022 3:01:36 PM  
**Subject:** Our business energy prices are increasing



## Business energy prices are increasing

Hi there,

As you've probably seen in the news, wholesale energy costs have continued to increase. Unfortunately, that means we need to raise our prices again.

We're sorry. We know this is going to be a tough winter for many businesses. As soon as we can, we will bring prices down again.

Here's how your energy rates are changing for Tollesbury Parish Council at The Sports Pavillion, Church Street, CM9 8QJ:

	<b>Until 8 September</b>	<b>From 9 September</b>
Electricity day unit rate (per kWh)	32.958p	68.849p
Electricity night unit rate (per kWh)	18.986p	39.586p

These prices do not include VAT or Climate Change Levy. Your standing charge rates are not changing for now.

### **We'll review your monthly payment amount**

We'll review your monthly payments soon to make sure you're not paying too much or too little. We'll let you know if we think your monthly payments need to change.

**Contact us if you'd like to discuss your payments sooner**

Reply to this email if you'd like to discuss your payments, or give us a call.  
We're available from Monday to Friday, 9am to 5pm, on 0113 859 1350.

**Impartial help and advice is available**

The government provides [help and support for businesses](#). And Business Debtline give free, impartial and confidential [debt advice for small businesses](#).

All the best,  
Team Bulb

This is about your business at:  
The Sports Pavillion, Church Street, CM9 8QJ.

Manage your [Bulb account](#)  
Visit our [Help Centre](#)  
Read our [blog](#).

155 Bishopsgate, London EC2M 3TQ

Copyright © 2022 Bulb Energy.  
All rights reserved.

We send emails like this to help you manage your energy and to let you know about changes to your Bulb account or our services. To find out how we use your data, see our [Privacy Policy](#).

Matthew James Cowlshaw, Matthew David Smith and Daniel Francis Butters, each Insolvency Practitioners of Teneo Financial Advisory Limited (formerly known as Teneo Restructuring Ltd), were appointed Joint Energy Administrators of Bulb Energy Limited on 24 November 2021. The affairs, business and property of the Company are managed by the Joint Energy Administrators. The Joint Energy Administrators act as agents of the Company and contract without personal liability.

Bulb Energy Limited is a company registered in England and Wales (No 08469555). Our registered address is 156 Great Charles Street, Queensway, Birmingham, B3 3HN. Our trading address is 155 Bishopsgate, London, EC2M 3TQ. Bulb Energy Limited is licensed to supply electricity and gas by Ofgem.

From: [REDACTED]  
 Date: Mon, 8 Aug 2022 at 09:03  
 Subject: Tollesbury Parish Council - Covid Procedures  
 To: Roy Clare [REDACTED] >

Good morning Roy

I note the attached correspondence, which I've not redacted, from Maldon District Council refers to Covid-19 and in particular to 'As per Government guidelines, the Council encourages all attendees in the Council Chamber to wear a face mask and to undertake a lateral flow test by 12 noon on the day of the meeting.'

I presume the reference to guidelines is 'Living safely with respiratory infections, including COVID-19', see <https://www.gov.uk/guidance/living-safely-with-respiratory-infections-including-covid-19>.

As the Parish Council follows some of Maldon's procedures, e.g. the upcoming adoption of the Code of Conduct, should the Parish Council make a similar face mask and testing request to all attending Parish Council Meetings.

Perhaps you could consider tabling this item at an upcoming Parish Council meeting rather than it being raised as a Public Forum item.

I look forward to your response in due course, and if in the meantime you require any additional information then please do not hesitate to contact me.

2 August 2022

# MALDON DISTRICT COUNCIL

Princes Road  
Maldon  
Essex CM9 5DL

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



Enquiries to: Planning Services  
Email: [dc.planning@maldon.gov.uk](mailto:dc.planning@maldon.gov.uk)



Dear Sir/Madam

**Application No:** 21/00702/FUL 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 Essex

I refer to the above planning application and confirm that this is due to be considered at the forthcoming meeting of the North West Area Planning Committee on 10 August 2022 at Council Offices, Princes Road, Maldon, Essex, CM9 5DL, starting at 7.30pm.

The Council operates a facility for public participation in relation to the consideration and determination of planning applications. Representation must be in person, either physically in the Chamber or via Microsoft Teams. There are four categories for public participation: Objector, Supporter, Applicant/Agent and Parish/Town Council, two minutes are allocated to each statement. No opportunity will be given for any further public participation in the meeting.

If you wish to attend in person, or remotely, to speak at a meeting, please submit a Public Access Form no later than 12 noon on the working day before the Committee meeting [forms.office.com/r/ymDp8Wgnvu](https://forms.office.com/r/ymDp8Wgnvu)

If you would like to observe the meeting in person, please complete the same form. As per Government guidelines, the Council encourages all attendees in the Council Chamber to wear a face mask and to undertake a lateral flow test by 12 noon on the day of the meeting.

For those that wish to only observe the meeting, you can watch all planning committee meetings via [www.maldon.gov.uk/watchlive](http://www.maldon.gov.uk/watchlive). There is no requirement to register to watch live.

All requests to speak or attend will be considered on a first-come, first-served basis by Committee Services.

It should be emphasised that this facility does not replace, but merely supplements representations in writing already received which will continue to be considered with equal weight in the decision-making process. Some brief advice is set out at the foot of this letter.

Further information regarding the protocol of the meeting can be viewed via [www.maldon.gov.uk/Planning Meeting FAQ](http://www.maldon.gov.uk/Planning_Meeting_FAQ)

Yours faithfully





Matt Leigh  
Lead Specialist Place

---

Advice for participants

*Please think about what you propose to say, and try to keep your statement brief and to the point. The Chairman will not allow comments he/she considers to be abusive, defamatory, discriminatory or otherwise inappropriate.*

*It will help the Committee to receive views that are relevant to planning issues such as:*

- *Impact on the character of the area*
- *External design, appearance and layout*
- *Impact on neighbouring properties*
- *Highway safety*
- *Planning policy and Government guidance*

*It will be unhelpful to the Committee to receive views on such issues as:*

- *Business competition*
- *Boundary disputes or private rights*
- *Speculation/developers' motives*
- *Moral arguments*
- *Matters dealt with under separate legislation*

Further information can be viewed on

[https://www.maldon.gov.uk/info/20046/development\\_management/9568/help\\_and\\_guidance\\_on\\_planning\\_applications](https://www.maldon.gov.uk/info/20046/development_management/9568/help_and_guidance_on_planning_applications)