

**Present:** Cllrs Bell, Hawes, Lowther, Page, Rogers, St Joseph

**In the Chair:** Cllr Plater

**Clerk:** Michelle Curtis

**Also Present:** District Councillor Stephens  
1 member of the public

**1. Apologies for Absence**

There were apologies for absence from Cllrs Chambers, Clare, Goldie and Ferneyhough.

There were also apologies for absence from County Councillor Durham.

**2. Declarations of Interest**

There were no declarations of interest disclosed.

**3. Public Forum**

A resident reported that he had tried to access one of the planning applications online on the Maldon District Council (MDC) website but could not access the documents.

**4. County Councillors and District Councillors**

**4.1 County Councillor**

There was no report from Cllr Durham.

**4.2 District Councillors**

Cllr Stephens presented her report (Appendix A).

Cllr Stephens reported the following:

- She attended a meeting regarding the MDC Local Development Plan (LDP).
- A review of the responses from the last consultation is underway, and the seven options will be reduced to three by the end of September.
- It appears that the LDP is running behind schedule.
- She received an email from Gigaclear, who advised that they are planning to provide ultrafast broadband to the community. An online meeting is being arranged should any Parish Councillors wish to attend.
- She is in the process of collating the information of all crimes reported to Essex Police. A further meeting with Essex Police and Members of MDC will be held in October 2022.

**5. Minutes of the Meetings held on the 16<sup>th</sup> August 2022**

**Resolved:** the Minutes of the Parish Council Meeting held on 16<sup>th</sup> August 2022 be approved as a true and accurate record of the meeting. Proposed Cllr Lowther, seconded Cllr Rogers. Unanimously agreed.

The Chairman signed the Minutes.

## 6. Finance

### 6.1 Monthly Finance Report

The Financial Reports as of the 31<sup>st</sup> August 2022 were presented to the Council (Appendix B).

Councillors received the following monthly financial reports:

**Bank Reconciliation** – The closing balance of £128,910.92

**Expenditure to date** – Budget £101,511 - Actual to date £43,042

**Income to date** – Budget £101,511 (including Precept £92,599) Actual to date £95,366

**Earmarked Funds** – Closing Balance £28,080.43 – Net movement £5,790.48

The Clerk reported:

- £46,299.75 was received from Maldon District Council for the second instalment of the precept.
- The Clerk had sent a letter to the resident regarding the sofa dumped at the Recreation Ground. On Facebook, the resident indicated that she would pay for removal, but no payment has been received to date.
- The Clerk reported that she had received a letter from Npower to advise that from 01/10/22, the unit rate for the electricity for the streetlights would increase from 56.322p/kWh to 79.486p/kWh, and the standing charge would remain the same at 102.74p/day. Should the Council wish to switch to a fixed term, they should contact Npower.

The Clerk reported that she had contacted Npower that day, and they advised that as of today, the price p/kWh would increase to 80.0p/kWh from October and November, which is likely to rise to 100.0p/kWh. The Clerk asked to speak to someone regarding a contract as suggested in the letter and was told that since the letter had been sent, Npower could no longer offer any contracts. Npower advised that they would contact the Parish Council once they can offer contracts.

When setting the precept, the budget for streetlighting was increased to £1,500 for the year, but due to the significant increases in electricity, the forecast expenditure for the electricity for the streetlights is approx. £5,000 for the year.

**Action:** to be reviewed by the Finance Committee.

**Action:** Clerk to speak to A&J Lighting to see if they could fit timers to the streetlights and the approx. cost.

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

The Chairman signed the Reports.

### 6.2 Payments

The items for payment totalling £8,595.02 were presented for approval (Appendix C).

The Clerk reported:

- On Saturday, 20<sup>th</sup> August, it was reported that one of the portaloos at Woodup Pool had been capsized. The toilet required replacing, and the surrounding area was cleaned to remove contamination. The cost for a replacement toilet and decontamination was £255 plus VAT.

**Action:** Clerk to notify residents via Facebook of the cost of this anti-

social behaviour.

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

## **7. Planning Planning Applications**

Application No: HOUSE/MAL/22/00885 PP-11450119

Proposal: Two/part single storey rear extension, single storey front extension, addition of timber weatherboarding at first floor level and fenestration alterations.

Location: 49 North Road Tollesbury

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

Application No: WTPO/MAL/22/00277

Proposal: TPO 4/10 - T3 Silver Birch - Fell.

Location: Graces 40 Church Street Tollesbury

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

Application No: FUL/MAL/22/00517 PP-11171268

Proposal: Conversion of outbuilding into habitable accommodation, with single storey rear and side extensions.

Location: Rolls Farm 3 Prentice Hall Lane Tollesbury

**Resolved:** Unanimously agreed to recommend approval of this application subject to a S106 agreement so that the barn is always associated with the house.

## **8. Recreation Ground**

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

Cllr Lowther reported:

- There is an issue with motorbikes/off-road motorbikes being ridden on the Recreation Ground and private land. The matter has been reported to the Police. Residents are being encouraged to report all incidents to Essex Police.
- The football season has officially started, and matches will be played at the Recreation Ground on Saturdays and Sundays, with some teams training during the week.
- The application for funding for a kickwall has been submitted to the Essex County Council Community Initiatives Fund. The review panel will consider the applications in October 2022.

### **8.2 Quotation – Gate**

**Resolved:** Unanimously agreed to accept the quotation from Gamart Engineering for £570 plus VAT for repair works to the entrance gate at the Recreation Ground.

### **8.3 Monthly Inspection Report**

The Monthly Inspection Report dated 28/08/22 was received.

It was reported that a tree opposite the entrance to Parsons Meadow had been graffitied.

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

**9.1 Draft Minutes of the Environment and Amenity Committee Meeting**

The draft minutes of the Environment and Amenity Committee meeting held on 3<sup>rd</sup> August 2022 were received and noted.

The Clerk reported:

- The streetlight outside 4 High Street had been secured to the property. There was no damage to the light unit, and the damage was to the bracket. The repairs have been completed, and the Contractor sent the invoice direct to Heddingham Buses for payment.
- The VW campervan that had been reported to the Parish Council had been removed.

**9.2 Cemetery Contract – Work Specification**

**Resolved:** Unanimously agreed to approve the work specification for the Cemetery Contract. The Contract will commence on 1<sup>st</sup> January 2023.

**Action:** Clerk to advertise the Contract.

**9.3 Dog Bin**

**Resolved:** Unanimously agreed to accept the proposal from the Environment and Amenity Committee to purchase a new larger dog bin to be installed in Station Road. The new bin will be purchased from Glasdon for £316.83 plus VAT. The existing dog bin will be used to replace one of the dog bins at the Recreation Ground.

The Clerk is to arrange for Bonz Cairey Ltd to carry out the installation of the bins.

**10. Woodrolfe Hard**

**10.1 Verbal Update from the Woodrolfe Hard Committee**

Cllr St Joseph reported

- It is planned to lay the additional stone at the Hard in September 2022. A working party will be organised.
- During one of the recent bank holiday days, there were approx. 60 sailing dinghies queuing to launch.

**11. Woodup Pool**

**11.1 Verbal Update from the Woodup Pool Committee**

Cllr Lowther reported:

- The water testing was carried out on 16/08/22, and the results returned satisfactorily.
- On 24/08/22, it had been reported that there was a muddy substance in the pool. As a precaution, the pool was emptied and refilled.
- A test of the water flow during the emptying process of Woodup Pool was carried out by FACT. The test aimed to ascertain whether there was any pull when the sluice gate was opened for emptying. The test was carried out, and the Chairman, the Clerk and himself reviewed the video footage, confirming there are no issues with the current processes.
- An Extra-Ordinary Meeting of the Woodup Pool Committee scheduled for 31<sup>st</sup> August 2022 was postponed due to the meeting not being

quorate; however, a productive informal meeting took place involving some residents.

- The next meeting of the Woodup Pool Committee is scheduled for 18<sup>th</sup> October 2022, after the Full Council meeting. This meeting will be rearranged to allow the Committee more time to discuss Woodup Pool.

## **12. War Memorial**

Several Contractors had been approached to provide a quotation for repairs to the memorial, but unfortunately, not all were able to carry out the carving work.

The Chairman reported that upon inspection of the war memorial, some additional work would be required for the sub-base, but this is unknown until the panels are removed. Once the work's extent to the sub-base is established, a further quotation will be submitted for consideration.

**Resolved:** Unanimously agreed to accept the quotation from Punch Construction for £1,150 + VAT.

## **13. Graffiti Wall**

Cllr Rogers reported that following the last meeting, she had contacted a graffiti artist who has been working with Colchester Borough Council and, in particular, Borough Councillor Lee Scordis.

Cllr Rogers advised that she had met with a Graffiti Artist, and they had looked at the various places in the village which may be suitable for a graffiti wall (store shed, the end wall of the Pavilion, skate park and youth shelter). The Artist is well connected with graffiti and tagging work across Essex and can identify some regular tags. He has offered to work with the youth group on some engagement, but for him to work with the youth, he would need a DBS check first. There is currently a backlog of DBS checks.

He is willing to work with us to produce some artwork in the village and provided samples of artwork he has created (Appendix D). He has asked for no payment other than purchasing the paint, estimated at £800 and to be able to keep any leftover paint for other projects. Cllr Rogers asked if the Parish Council would consider such a project and consider partially funding the project.

Councillors supported the idea and suggested that the artwork could be tied in with Tollesbury Climate Partnership logo.

**Action:** Cllr Rogers to explore further.

## **14. Police/Community Protection Officers (CPOs)**

### **14.1 Police**

The Police Reports (confidential) were received and noted.

### **14.2 CPO Report for July 2022**

The report for July 2022 was received. During the July patrols, it was noted that there were 10 Fixed Penalty Charge Notices (PCNs) and 4 Vehicle Move-on (VMOs).

### **14.3 Log of Crimes**

Cllr Stephens advised at item 4.2 that she was collating a log of crimes reported.

## 15. Administration

Community Led Housing (CLH) and Housing Needs Survey (HNS) – A Neighbourhood Plan Steering Group meeting is to be arranged to discuss CLH and HNS with the desire to conduct a HNS. A copy of the presentation from Laura Atkinson from the RCCE on CLH had been circulated to Councillors.

Tree Planting - A meeting is scheduled for Thursday, 15<sup>th</sup> September 2022, at 7 pm with some members of Tollesbury Climate Partnership to discuss additional tree planting. Cllrs Lowther, Rogers and St Joseph agreed to attend.

Footbridge Station Road – The Clerk advised that she had received several reports regarding a damaged/unsafe footbridge on the footpath on Station Road. The Clerk had reported this to Essex County Council, who are arranging for it to be repaired.

## 16. Community Concerns

Cllr St Joseph asked:

- With regards to Community Led Housing/Social Housing, where is the money coming from?  
The Chairman advised that there is a government fund available.

Cllr Rogers reported:

- Following a previous meeting regarding 1<sup>st</sup> Blackwater Scouts using Woodup Pool for kayaking activities, upon checking the activity schedule, there are no immediate plans for the Scouts to use Woodup Pool. Cllr Rogers advised that she would attend a Scouts meeting the following week and would confirm.  
**Action:** Cllr Rogers to notify the Clerk if the agreed usage schedule is to be amended so that the Parish Council website can be updated accordingly.

The Chairman reported:

- He attended the Meet Your Councillors session on 3<sup>rd</sup> September 2022, at the Lighthouse, and six residents attended. Residents raised the following concerns:
  - Parking on the bus depot site – new planning proposal
  - There are no buses available to Broomfield and Braintree Hospitals
  - If your green garden waste bins break – residents are responsible for purchasing a replacement
  - Potholes outside the Hope Cottages
  - Is the water in the creek and river tested? Is it safe?
- Concern has been raised regarding the brick wall outside McColls on the High Street. It is understood that MDC has contacted McColls to advise that the wall is unsafe and needs attention. The Parish Council expressed concern that the wall may be taken down and how it will be replaced, especially as the wall is in the conservation area.  
**Action:** Clerk to write to the owners to express the Parish Councils concern.

## 17. Dates of the Next Meetings

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

The Chairman closed the meeting at 9.52 pm.

Signed.....

Date .....

**Report for Tollesbury Parish Council meeting  
on 6<sup>th</sup> September 2022** (report written 3Sep22)

# MALDON DISTRICT COUNCIL

Princes Road  
Maldon  
Essex CM9 5DL

[www.maldon.gov.uk](http://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:** District 22Sep22 (provisional) 1Dec (provisional); North Western 7Sep22, 5Oct22, 2Nov22.

**Local Development Plan:** Planning Policy Working Group: 6Sep22

## 2. ROAD SAFETY

- Attended “20’s Plenty” webinar, which highlighted differences between Essex and National policies, which can mean a 20mph area being precluded in Essex but not elsewhere. National conference 20Oct22 in Oxfordshire – I can’t attend but will monitor and advise outcomes.
- Local Highways Panel applications: meeting held 22Jul22: awaiting formal report.

## 3. CRIME AND DISORDER IN TOLLESBURY

- 11Aug22 “Coffee with the Cops” and Bike Marking public event held on the recreation ground - also with Essex Fire & Rescue.
- Meeting afterwards included representatives from MDC’s Community Safety and Anti-Social Behaviour teams; Essex Police; Neighbourhood Watch; Tollesbury Parish Council; Essex Fire & Rescue; and Tollesbury Youth Club.
- Discussions included the need for residents to report everything they see; running a local log so we can spot any incidents that have not been reported; timing of Community Protection Officer patrols; and specific issues such as drug dealing, drink-driving, graffiti, and vandalism.
- Follow-up meeting due 11Oct22 between PC Rosie Smith, some Tollesbury Parish Councillors, the Neighbourhood Watch Co-ordinator and me.

## 4. NEWS

- **MDC Budget Survey** closes 11Sep22: you can help shape next year’s budget at <https://tinyurl.com/mrftthf8>.
- **MDC has bid for over £2m** from the Government Levelling Up fund for our “Maldon Historic Waterfront Revival Programme”: <https://tinyurl.com/5a22aehc>
- **MDC’s Cost of Living Support** web pages are being kept up to date with advice and schemes:  
For businesses: <https://tinyurl.com/yckk2xe9>  
For residents: <https://tinyurl.com/6yr3rv2f>

- **Government Household Support Fund:** MDC will distribute the £80 decided by ECC to each eligible pensioner whose bank details we have, as soon as ECC provides the fund. ECC will post an £80 supermarket voucher to those whose bank details we don't have: <https://tinyurl.com/2z58a3px>.
- **Environment Agency Prosecution:** South Woodham Ferrers resident Shane Boutwell received a 14 month jail term for fly-tipping in our District: <https://tinyurl.com/57kinanp>.
- **Department of Work & Pensions** have reopened their customer services at the MDC offices (Princes Road, Maldon), weekdays 10 till 4.
- **Homes for Ukraine:** over 1400 Ukrainians have arrived in Essex; the Refugee and Migrant Community Hub continues to meet every Tuesday from 10 till 12 in Fullbridge Church, Heybridge.

## 5. DATES

- September: **Splash Park** extra weekends added: Sep 10 & 11; Sep 17 & 18; Sep 24 & 25.
- 3Oct22: **Senior Safety & Silver Monday event**, Maldon Stadium: "Engaging Safety and Health & Wellbeing talks with free lunch, refreshments, and entertainment for over 65s": <https://tinyurl.com/4cvs5cwr>
- Sunday 28May23: **Ride London event returns** – route yet to be agreed.

Date: 02/09/2022

Tollesbury Parish Council Current Year

Page 1

Time: 19:07

**Bank Reconciliation Statement as at 31/08/2022  
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                         | 31/08/2022            |                                               | 103,618.64         |
| Deposit Account                           | 31/08/2022            |                                               | 497.36             |
| P/Sector Reserve                          | 31/03/2021            |                                               | 0.00               |
| Coop Current Account 2                    | 31/08/2022            |                                               | 2,695.95           |
| Petty Cash                                | 31/08/2022            |                                               | 23.13              |
| Unity Current Account                     | 31/08/2022            |                                               | 22,076.83          |
|                                           |                       |                                               | 0.00               |
|                                           |                       |                                               | <u>128,911.91</u>  |
| <u>Unpresented Cheques (Minus)</u>        |                       | <u>Amount</u>                                 |                    |
|                                           |                       | 0.00                                          |                    |
|                                           |                       |                                               | <u>0.00</u>        |
|                                           |                       |                                               | 128,911.91         |
| <u>Receipts not Banked/Cleared (Plus)</u> |                       |                                               |                    |
|                                           |                       | 0.00                                          |                    |
|                                           |                       |                                               | <u>0.00</u>        |
|                                           |                       |                                               | 128,911.91         |
|                                           |                       | <b>Balance per Cash Book is :-</b>            | <b>128,910.92</b>  |
|                                           |                       | <b>Difference Excluding Adjustments is :-</b> | <b>0.99</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><u>0.99</u></b> |

| Account                        | Opening Balance  | Net Transfers   | Closing Balance  |
|--------------------------------|------------------|-----------------|------------------|
| 320 EMR Amenities              | 4,058.43         | 1,000.00        | 5,058.43         |
| 321 EMR Cemetery               | 0.00             |                 | 0.00             |
| 322 EMR Recreation Ground      | 4,302.13         | 4,000.00        | 8,302.13         |
| 323 EMR Unallocated            | 1,484.64         | 478.34          | 1,962.98         |
| 324 EMR Woodup Pool            | 1,597.74         | 495.00          | 2,092.74         |
| 325 EMR Pavilion Project       | 0.00             |                 | 0.00             |
| 326 EMR Pavilion               | 0.00             |                 | 0.00             |
| 327 EMR Neighbourhood Plan     | 3,139.19         | 200.00          | 3,339.19         |
| 328 EMR Fencing Project        | 0.00             |                 | 0.00             |
| 329 EMR Woodrolfe Hard         | 5,435.82         | -1,382.86       | 4,052.96         |
| 330 EMR Streetlighting         | 77.00            |                 | 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                | 1,945.00         |                 | 1,945.00         |
| 335 EMR Bus Shelter            | 0.00             | 1,000.00        | 1,000.00         |
|                                | <u>22,289.95</u> | <u>5,790.48</u> | <u>28,080.43</u> |

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2022

## Cost Centre Report

|                                        | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent | Transfer<br>to/from EMR |
|----------------------------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|-------------------------|
| <u>100 Wages</u>                       |                        |                       |                          |                          |                    |         |                         |
|                                        |                        |                       |                          |                          |                    |         |                         |
|                                        |                        |                       |                          |                          |                    |         |                         |
|                                        |                        |                       |                          |                          |                    |         |                         |
| Wages :- Indirect Expenditure          | 18,033                 | 41,935                | 23,902                   | 0                        | 23,902             | 43.0%   | 0                       |
| Net Expenditure                        | (18,033)               | (41,935)              | (23,902)                 |                          |                    |         |                         |
| <u>110 Administration</u>              |                        |                       |                          |                          |                    |         |                         |
| 1076 Precept                           | 92,600                 | 92,599                | (1)                      |                          |                    | 100.0%  |                         |
| 1080 Bank Interest Received            | 0                      | 0                     | (0)                      |                          |                    | 0.0%    |                         |
| 1150 Donations                         | 401                    | 0                     | (401)                    |                          |                    | 0.0%    |                         |
| 1160 Other Income                      | 20                     | 0                     | (20)                     |                          |                    | 0.0%    |                         |
| Administration :- Income               | 93,021                 | 92,599                | (422)                    |                          |                    | 100.5%  | 0                       |
| 4100 Audit Fees                        | 300                    | 700                   | 400                      |                          | 400                | 42.9%   |                         |
| 4110 Bank Charges                      | 24                     | 100                   | 76                       |                          | 76                 | 24.4%   |                         |
| 4120 Insurance                         | 0                      | 3,200                 | 3,200                    |                          | 3,200              | 0.0%    |                         |
| 4130 Miscellaneous                     | 119                    | 700                   | 581                      |                          | 581                | 17.0%   |                         |
| 4140 Office Allowance                  | 325                    | 780                   | 455                      |                          | 455                | 41.7%   |                         |
| 4150 Photocopier                       | 193                    | 950                   | 757                      |                          | 757                | 20.3%   |                         |
| 4160 Postage                           | 0                      | 40                    | 40                       |                          | 40                 | 0.0%    |                         |
| 4170 Stationery                        | 4                      | 60                    | 56                       |                          | 56                 | 6.4%    |                         |
| 4180 Subscriptions                     | 1,435                  | 2,200                 | 765                      |                          | 765                | 65.2%   |                         |
| 4190 Telephone                         | 231                    | 600                   | 369                      |                          | 369                | 38.4%   |                         |
| 4200 Training                          | (144)                  | 300                   | 444                      |                          | 444                | (48.0%) |                         |
| 4210 Website                           | 218                    | 725                   | 507                      |                          | 507                | 30.1%   |                         |
| Administration :- Indirect Expenditure | 2,705                  | 10,355                | 7,650                    | 0                        | 7,650              | 26.1%   | 0                       |
| Net Income over Expenditure            | 90,316                 | 82,244                | (8,072)                  |                          |                    |         |                         |
| <u>120 Amenities</u>                   |                        |                       |                          |                          |                    |         |                         |
| 1100 Allotments Income                 | 0                      | 1,062                 | 1,062                    |                          |                    | 0.0%    |                         |
| Amenities :- Income                    | 0                      | 1,062                 | 1,062                    |                          |                    | 0.0%    | 0                       |
| 4130 Miscellaneous                     | 387                    | 500                   | 113                      |                          | 113                | 77.3%   |                         |
| 4250 Allotments                        | 332                    | 500                   | 168                      |                          | 168                | 66.4%   |                         |
| 4260 Hasler Green                      | 120                    | 360                   | 240                      |                          | 240                | 33.3%   |                         |
| 4270 Rangers                           | 323                    | 1,400                 | 1,077                    |                          | 1,077              | 23.1%   |                         |
| 4280 Woodrolfe Green                   | 200                    | 600                   | 400                      |                          | 400                | 33.3%   |                         |
| 4420 Maintenance                       | 124                    | 200                   | 76                       |                          | 76                 | 61.9%   |                         |
| Amenities :- Indirect Expenditure      | 1,486                  | 3,560                 | 2,074                    | 0                        | 2,074              | 41.7%   | 0                       |
| Net Income over Expenditure            | (1,486)                | (2,498)               | (1,012)                  |                          |                    |         |                         |

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2022

## Cost Centre Report

|                                  | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent       | Transfer<br>to/from EMR |
|----------------------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| <u>130 Cemetery</u>              |                        |                       |                          |                          |                    |               |                         |
| 1110 Fees                        | 1,232                  | 5,000                 | 3,768                    |                          |                    | 24.6%         |                         |
| Cemetery :- Income               | <u>1,232</u>           | <u>5,000</u>          | <u>3,768</u>             |                          |                    | <u>24.6%</u>  | <u>0</u>                |
| 4130 Miscellaneous               | 11                     | 100                   | 89                       |                          | 89                 | 10.9%         |                         |
| 4310 Contract                    | 2,167                  | 7,000                 | 4,833                    |                          | 4,833              | 31.0%         |                         |
| 4320 Skip Fees                   | 0                      | 200                   | 200                      |                          | 200                | 0.0%          |                         |
| 4330 Water/Sewage Rate           | 110                    | 100                   | (10)                     |                          | (10)               | 110.2%        |                         |
| 4340 Rates                       | 181                    | 0                     | (181)                    |                          | (181)              | 0.0%          |                         |
| Cemetery :- Indirect Expenditure | <u>2,469</u>           | <u>7,400</u>          | <u>4,931</u>             | <u>0</u>                 | <u>4,931</u>       | <u>33.4%</u>  | <u>0</u>                |
| Net Income over Expenditure      | <u>(1,237)</u>         | <u>(2,400)</u>        | <u>(1,164)</u>           |                          |                    |               |                         |
| <u>140 Pavilion</u>              |                        |                       |                          |                          |                    |               |                         |
| 1120 Hire Charge                 | 50                     | 50                    | 0                        |                          |                    | 100.0%        |                         |
| Pavilion :- Income               | <u>50</u>              | <u>50</u>             | <u>0</u>                 |                          |                    | <u>100.0%</u> | <u>0</u>                |
| 4330 Water/Sewage Rate           | 128                    | 250                   | 122                      |                          | 122                | 51.1%         |                         |
| 4400 Cleaning Items              | 3                      | 50                    | 48                       |                          | 48                 | 5.0%          |                         |
| 4410 Electricity                 | 289                    | 600                   | 311                      |                          | 311                | 48.1%         |                         |
| 4420 Maintenance                 | 162                    | 150                   | (12)                     |                          | (12)               | 107.9%        |                         |
| Pavilion :- Indirect Expenditure | <u>581</u>             | <u>1,050</u>          | <u>469</u>               | <u>0</u>                 | <u>469</u>         | <u>55.3%</u>  | <u>0</u>                |
| Net Income over Expenditure      | <u>(531)</u>           | <u>(1,000)</u>        | <u>(469)</u>             |                          |                    |               |                         |
| <u>150 Projects</u>              |                        |                       |                          |                          |                    |               |                         |
| 4500 Amenities                   | 0                      | 1,000                 | 1,000                    |                          | 1,000              | 0.0%          |                         |
| 4530 Recreation Ground           | 0                      | 4,000                 | 4,000                    |                          | 4,000              | 0.0%          |                         |
| 4540 Woodup Pool                 | 4,850                  | 4,260                 | (590)                    |                          | (590)              | 113.8%        | 4,850                   |
| 4560 Neighbourhood Plan          | 0                      | 200                   | 200                      |                          | 200                | 0.0%          |                         |
| 4590 Woodrolfe Hard              | 298                    | 0                     | (298)                    |                          | (298)              | 0.0%          | 298                     |
| 4610 Unallocated Sum             | 412                    | 890                   | 478                      |                          | 478                | 46.3%         | 412                     |
| 4650 Bus Shelter                 | 0                      | 1,000                 | 1,000                    |                          | 1,000              | 0.0%          |                         |
| Projects :- Indirect Expenditure | <u>5,560</u>           | <u>11,350</u>         | <u>5,790</u>             | <u>0</u>                 | <u>5,790</u>       | <u>49.0%</u>  | <u>5,560</u>            |
| Net Expenditure                  | <u>(5,560)</u>         | <u>(11,350)</u>       | <u>(5,790)</u>           |                          |                    |               |                         |
| 6000 plus Transfer from EMR      | 5,560                  |                       |                          |                          |                    |               |                         |
| Movement to/(from) Gen Reserve   | <u>0</u>               |                       |                          |                          |                    |               |                         |

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2022

## Cost Centre Report

|                                        | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent | Transfer<br>to/from EMR |
|----------------------------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|-------------------------|
| <u>160 Rec Ground</u>                  |                        |                       |                          |                          |                    |         |                         |
| 1130 Pitch Fees                        | 319                    | 2,000                 | 1,681                    |                          |                    | 15.9%   |                         |
| Rec Ground :- Income                   | 319                    | 2,000                 | 1,681                    |                          |                    | 16.0%   | 0                       |
| 4310 Contract                          | 2,912                  | 8,800                 | 5,888                    |                          | 5,888              | 33.1%   |                         |
| 4420 Maintenance                       | 643                    | 2,200                 | 1,557                    |                          | 1,557              | 29.2%   |                         |
| 4710 Pitch                             | 405                    | 500                   | 95                       |                          | 95                 | 81.0%   |                         |
| Rec Ground :- Indirect Expenditure     | 3,961                  | 11,500                | 7,539                    | 0                        | 7,539              | 34.4%   | 0                       |
| Net Income over Expenditure            | (3,642)                | (9,500)               | (5,858)                  |                          |                    |         |                         |
| <u>170 Street Clean</u>                |                        |                       |                          |                          |                    |         |                         |
| 4310 Contract                          | 1,667                  | 5,000                 | 3,333                    |                          | 3,333              | 33.3%   |                         |
| Street Clean :- Indirect Expenditure   | 1,667                  | 5,000                 | 3,333                    | 0                        | 3,333              | 33.3%   | 0                       |
| Net Expenditure                        | (1,667)                | (5,000)               | (3,333)                  |                          |                    |         |                         |
| <u>180 Street Light</u>                |                        |                       |                          |                          |                    |         |                         |
| 4410 Electricity                       | 1,554                  | 1,500                 | (54)                     |                          | (54)               | 103.6%  |                         |
| 4420 Maintenance                       | 283                    | 700                   | 417                      |                          | 417                | 40.4%   |                         |
| Street Light :- Indirect Expenditure   | 1,837                  | 2,200                 | 363                      | 0                        | 363                | 83.5%   | 0                       |
| Net Expenditure                        | (1,837)                | (2,200)               | (363)                    |                          |                    |         |                         |
| <u>190 Woodrolfe Hard</u>              |                        |                       |                          |                          |                    |         |                         |
| 1110 Fees                              | 744                    | 800                   | 56                       |                          |                    | 93.0%   |                         |
| Woodrolfe Hard :- Income               | 744                    | 800                   | 56                       |                          |                    | 93.0%   | 0                       |
| 4130 Miscellaneous                     | 36                     | 350                   | 314                      |                          | 314                | 10.2%   |                         |
| 4310 Contract                          | 0                      | 431                   | 431                      |                          | 431                | 0.0%    |                         |
| Woodrolfe Hard :- Indirect Expenditure | 36                     | 781                   | 745                      | 0                        | 745                | 4.6%    | 0                       |
| Net Income over Expenditure            | 708                    | 19                    | (689)                    |                          |                    |         |                         |
| <u>200 Woodup</u>                      |                        |                       |                          |                          |                    |         |                         |
| 4190 Telephone                         | 61                     | 480                   | 419                      |                          | 419                | 12.8%   |                         |
| 4270 Rangers                           | 0                      | 400                   | 400                      |                          | 400                | 0.0%    |                         |
| 4310 Contract                          | 80                     | 240                   | 160                      |                          | 160                | 33.3%   |                         |
| 4420 Maintenance                       | 1,637                  | 1,650                 | 13                       |                          | 13                 | 99.2%   |                         |
| 4700 Toilet                            | 775                    | 1,100                 | 325                      |                          | 325                | 70.5%   |                         |
| 4760 Litter Collection                 | 78                     | 480                   | 402                      |                          | 402                | 16.3%   |                         |
| Woodup :- Indirect Expenditure         | 2,631                  | 4,350                 | 1,719                    | 0                        | 1,719              | 60.5%   | 0                       |
| Net Expenditure                        | (2,631)                | (4,350)               | (1,719)                  |                          |                    |         |                         |

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2022

## Cost Centre Report

|                                          | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent | Transfer<br>to/from EMR |
|------------------------------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|-------------------------|
| <u>210</u> <u>S137 Expenditure</u>       |                        |                       |                          |                          |                    |         |                         |
| 4800 Donations                           | 958                    | 1,350                 | 392                      |                          | 392                | 71.0%   |                         |
| S137 Expenditure :- Indirect Expenditure | 958                    | 1,350                 | 392                      | 0                        | 392                | 71.0%   | 0                       |
| Net Expenditure                          | (958)                  | (1,350)               | (392)                    |                          |                    |         |                         |
| <u>220</u> <u>Other</u>                  |                        |                       |                          |                          |                    |         |                         |
| 4850 Agency Services                     | 1,120                  | 500                   | (620)                    |                          | (620)              | 224.0%  |                         |
| 4860 Advertising                         | 0                      | 180                   | 180                      |                          | 180                | 0.0%    |                         |
| Other :- Indirect Expenditure            | 1,120                  | 680                   | (440)                    | 0                        | (440)              | 164.7%  | 0                       |
| Net Expenditure                          | (1,120)                | (680)                 | 440                      |                          |                    |         |                         |
| Grand Totals:- Income                    | 95,366                 | 101,511               | 6,145                    |                          |                    | 93.9%   |                         |
| Expenditure                              | 43,042                 | 101,511               | 58,469                   | 0                        | 58,469             | 42.4%   |                         |
| Net Income over Expenditure              | 52,324                 | 0                     | (52,324)                 |                          |                    |         |                         |
| plus Transfer from EMR                   | 5,560                  |                       |                          |                          |                    |         |                         |
| Movement to/(from) Gen Reserve           | 57,884                 |                       |                          |                          |                    |         |                         |

**TOLLESBURY PARISH COUNCIL**  
**PAYMENTS FOR APPROVAL**

**September 2022**

| Date                                        | Cheque No. | Payee                       | Invoice No/Ref | Expenditure Detail                              |         | Amount           |
|---------------------------------------------|------------|-----------------------------|----------------|-------------------------------------------------|---------|------------------|
| <b>CO-OPERATIVE BANK - CURRENT ACCOUNT</b>  |            |                             |                |                                                 |         |                  |
| 16.08.22                                    | D/D        | Bulb                        |                | Electricity Supply - Pavilion                   |         | £43.61           |
| 24.08.22                                    | D/D        | Npower                      | IN04282031     | Electricity Supply - Streetlights               |         | £312.61          |
| 31.08.22                                    | D/D        | Utility Warehouse           | 185183469      | Parish Phone                                    |         | £55.16           |
| 01.09.22                                    | D/D        | Maldon District Council     |                | Non-Domestic Rates - Cemetery                   |         | £33.00           |
| 15.09.22                                    | D/D        | A & J Lighting Solutions    | 36511          | Monthly maintenance                             |         | £67.92           |
| <b>CO-OPERATIVE ACCOUNT - ACCOUNT No. 2</b> |            |                             |                |                                                 |         |                  |
| 08.08.22                                    | D/C        | Amazon                      |                | Magnetic hook for key holder                    |         | £8.84            |
| 16.08.22                                    | D/D        | Adobe                       |                | Adobe Monthly Subscription                      |         | £12.94           |
| 17.08.22                                    | D/C        | Amazon                      |                | Measuring Tape - Cemetery                       |         | £13.14           |
| 22.08.22                                    | D/C        | Amazon                      |                | Carabiner Hooks - Bollard Woodup Pool           |         | £7.26            |
| 23.08.22                                    | D/C        | Amazon                      |                | Orange Traffic Cones                            |         | £49.99           |
| 23.08.22                                    | D/C        | Keep Britain Tidy           |                | Litter Pickers and Hoops                        |         | £68.98           |
| <b>UNITY TRUST BANK - CURRENT ACCOUNT</b>   |            |                             |                |                                                 |         |                  |
| 09.08.22                                    | Online     | Letloos                     | 5773           | Toilet - Woodup Pool                            |         | £120.00          |
| 22.08.22                                    | Online     | Letloos                     | 5880           | Replacement Toilet - Woodup Pool                |         | £90.00           |
| 24.08.22                                    | Online     | Letloos                     | 5819           | Toilet - Woodup Pool                            |         | £120.00          |
| 06.09.22                                    | Online     | Wages                       |                | Staff Wages                                     |         | £2,302.48        |
|                                             | Online     | HMRC                        |                | Tax & NI - August 2022                          |         | £817.60          |
|                                             | Online     | Essex Pension Fund          |                | Employee and Employer Contributions - September |         | £769.79          |
|                                             | Online     | D W Maintenance             | 2292           | Grounds Maintenance - Cemetery - August         | £541.66 |                  |
|                                             |            |                             | 2293           | Grounds Maintenance - August                    | £787.92 | £1,329.58        |
|                                             | Online     | S Curtis                    | 10             | Litter Contract                                 |         | £416.66          |
|                                             | Online     | The Crown Estate            | 30872901       | Rent - Bontings & Woodrolfe Creek               |         | £429.70          |
|                                             | Online     | The Centre                  |                | Hall hire - Climate Change Public Meeting       |         | £31.50           |
|                                             | Online     | Bonz Cairey Ltd             | 4703           | Grass Cutting - Allotments                      | £72.00  |                  |
|                                             |            |                             | 4721           | clear contamination - Woodup Pool               | £216.00 | £288.00          |
|                                             | Online     | Viking Skip                 | 1227           | Civic Amenity Skip                              | £168.00 |                  |
|                                             |            |                             | 1234           | Civic Amenity Skip                              | £168.00 |                  |
|                                             |            |                             | 1251           | Civic Amenity Skip                              | £168.00 | £504.00          |
|                                             | Online     | Green Recycling Ltd         | 373696         | Large Wheelie Bin - Woodup Pool                 |         | £131.46          |
|                                             | Online     | Letloos                     | 6020           | Toilet - Woodup Pool                            |         | £120.00          |
|                                             | Online     | Maldon District Council     | TOL57485770    | New litter bin Woodup Pool                      |         | £217.98          |
|                                             | Online     | Aurora Managed Services Ltd | C-107507       | Quarterly hire and usage                        |         | £232.82          |
| <b>TOTAL</b>                                |            |                             |                |                                                 |         | <b>£8,595.02</b> |

|                                 |                  |
|---------------------------------|------------------|
| <b>Payment Breakdown</b>        |                  |
| Tollesbury Current Account      | £512.30          |
| Tollesbury A/c No. 2 Debit Card | £161.15          |
| Unity Trust Bank                | £7,921.57        |
| <b>TOTAL</b>                    | <b>£8,595.02</b> |





New Town  
Urban  
Garden

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