

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


**MALDON DISTRICT
COUNCIL**

Princes Road
Maldon
Essex CM9 5DL

www.maldon.gov.uk



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

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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/57kjanp>.
- **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 |
| | | Balance per Cash Book is :- | 128,910.92 |
| | | Difference Excluding Adjustments is :- | 0.99 |
| <u>Adjustments to Reconciliation</u> | | | |
| 19/09/2017 ONLINE Colin Elmer | | 0.00 | |
| 19/09/2017 ONLINE Colin Elmer | | 0.00 | |
| 18/04/2019 D/C Morrisons | | 0.00 | |
| | | | <u>0.00</u> |
| | | Unreconciled Difference is :- | <u>0.99</u> |

| <u>Account</u> | <u>Opening Balance</u> | <u>Net Transfers</u> | <u>Closing Balance</u> |
|--------------------------------|------------------------|----------------------|------------------------|
| 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 & Expenditure by Budget Heading 31/08/2022

Cost Centre Report

| | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|-------------------------|
| <u>100 Wages</u> | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| Wages :- Indirect Expenditure | 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 & Expenditure by Budget Heading 31/08/2022

Cost Centre Report

| | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|----------------------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|-------------------------|
| <u>130 Cemetery</u> | | | | | | | |
| 1110 Fees | 1,232 | 5,000 | 3,768 | | | 24.6% | |
| | | | | | | | |
| Cemetery :- Income | <u>1,232</u> | <u>5,000</u> | <u>3,768</u> | | | 24.6% | 0 |
| 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> | 0 | 4,931 | 33.4% | 0 |
| | | | | | | | |
| 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> | | | 100.0% | 0 |
| 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> | 0 | 469 | 55.3% | 0 |
| | | | | | | | |
| 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> | 0 | 5,790 | 49.0% | 5,560 |
| | | | | | | | |
| 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 & Expenditure by Budget Heading 31/08/2022

Cost Centre Report

| | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|-------------------------|
| <u>160 Rec Ground</u> | | | | | | | |
| 1130 Pitch Fees | 319 | 2,000 | 1,681 | | | 15.9% | |
| Rec Ground :- Income | <u>319</u> | <u>2,000</u> | <u>1,681</u> | | | 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 | <u>3,961</u> | <u>11,500</u> | <u>7,539</u> | 0 | 7,539 | 34.4% | 0 |
| Net Income over Expenditure | <u>(3,642)</u> | <u>(9,500)</u> | <u>(5,858)</u> | | | | |
| <u>170 Street Clean</u> | | | | | | | |
| 4310 Contract | 1,667 | 5,000 | 3,333 | | 3,333 | 33.3% | |
| Street Clean :- Indirect Expenditure | <u>1,667</u> | <u>5,000</u> | <u>3,333</u> | 0 | 3,333 | 33.3% | 0 |
| Net Expenditure | <u>(1,667)</u> | <u>(5,000)</u> | <u>(3,333)</u> | | | | |
| <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 | <u>1,837</u> | <u>2,200</u> | <u>363</u> | 0 | 363 | 83.5% | 0 |
| Net Expenditure | <u>(1,837)</u> | <u>(2,200)</u> | <u>(363)</u> | | | | |
| <u>190 Woodrolfe Hard</u> | | | | | | | |
| 1110 Fees | 744 | 800 | 56 | | | 93.0% | |
| Woodrolfe Hard :- Income | <u>744</u> | <u>800</u> | <u>56</u> | | | 93.0% | 0 |
| 4130 Miscellaneous | 36 | 350 | 314 | | 314 | 10.2% | |
| 4310 Contract | 0 | 431 | 431 | | 431 | 0.0% | |
| Woodrolfe Hard :- Indirect Expenditure | <u>36</u> | <u>781</u> | <u>745</u> | 0 | 745 | 4.6% | 0 |
| Net Income over Expenditure | <u>708</u> | <u>19</u> | <u>(689)</u> | | | | |
| <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 | <u>2,631</u> | <u>4,350</u> | <u>1,719</u> | 0 | 1,719 | 60.5% | 0 |
| Net Expenditure | <u>(2,631)</u> | <u>(4,350)</u> | <u>(1,719)</u> | | | | |

Detailed Income & Expenditure by Budget Heading 31/08/2022

Cost Centre Report

| | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| <u>210</u> <u>S137 Expenditure</u> | | | | | | | |
| 4800 Donations | 958 | 1,350 | 392 | | 392 | 71.0% | |
| S137 Expenditure :- Indirect Expenditure | <u>958</u> | <u>1,350</u> | <u>392</u> | <u>0</u> | <u>392</u> | <u>71.0%</u> | <u>0</u> |
| Net Expenditure | <u>(958)</u> | <u>(1,350)</u> | <u>(392)</u> | | | | |
| <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 | <u>1,120</u> | <u>680</u> | <u>(440)</u> | <u>0</u> | <u>(440)</u> | <u>164.7%</u> | <u>0</u> |
| Net Expenditure | <u>(1,120)</u> | <u>(680)</u> | <u>440</u> | | | | |
| 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 | <u>52,324</u> | <u>0</u> | <u>(52,324)</u> | | | | |
| plus Transfer from EMR | 5,560 | | | | | | |
| Movement to/(from) Gen Reserve | <u>57,884</u> | | | | | | |

TOLLESBURY PARISH COUNCIL
PAYMENTS FOR APPROVAL

September 2022

| Date | Cheque No. | Payee | Invoice No/Ref | Expenditure Detail | Amount |
|---|------------|-----------------------------|----------------|---|------------------|
| CO-OPERATIVE BANK - CURRENT ACCOUNT | | | | | |
| 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 |
| CO-OPERATIVE ACCOUNT - ACCOUNT No. 2 | | | | | |
| 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 |
| UNITY TRUST BANK - CURRENT ACCOUNT | | | | | |
| 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 |
| | 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 |
| | Online | Viking Skip | 1227 | Civic Amenity Skip | £168.00 |
| | | | 1234 | Civic Amenity Skip | £168.00 |
| | | | 1251 | Civic Amenity Skip | £168.00 |
| | 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 |
| TOTAL | | | | | £8,595.02 |

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