

Present: Cllrs Bell, Chambers, Ferneyhough, Goldie, Hawes, Lowther, Page

In the Chair: Cllr Plater

Clerk: Michelle Curtis

Also Present: 2 members of the public

The Chairman reported that with regards to items 19, 20 and 21, Employment Matters, the Finance Committee would review the Clerk's Office Allowance at their meeting in December and make a proposal to the Full Council for consideration at the meeting on 20th December 2022. The review of the Clerk's remuneration would also be deferred to the next meeting when it is hoped that the Trade Union would have formally accepted the employers' offer. Employers are being advised they should not implement the pay offer until the National Joint Council pay circular, which constitutes a formal collective agreement, has been issued.

1. Apologies for Absence

There were apologies for absence from Cllrs Clare, Rogers and St Joseph.

There were also apologies for absence from District Councillor Stephens.

2. Declarations of Interest

Cllr Goldie disclosed interests as follows:

- Personal and prejudicial interest in respect of agenda item 11.4, relocation of the toilets at Woodup Pool, as one of the suggested locations for the toilets is on Marina land, which Cllr Goldie owns.

3. Public Forum

A resident asked for some advice as she had applied to Maldon District Council (MDC) to fell a dead silver birch tree which has been approved, but MDC are requesting it be replaced with another silver birch and a TPO be applied to the tree. The resident had been in contact with King & Co, and they would not recommend planting another silver birch. The resident had tried numerous times to speak to someone at MDC but had no success.

The Chairman advised that as the tree is in a conservation area and next to a listed building, the only way to progress is to get an arboricultural survey.

4. County Councillors and District Councillors

4.1 County Councillor

There report from Cllr Durham was received and noted (Appendix A).

4.2 District Councillors

The report from Cllr Stephens was received and noted.

5. Minutes of the Meetings held on the 18th October 2022

Resolved: the Minutes of the Parish Council Meeting held on 18th October 2022 be approved as a true and accurate record of the meeting. Proposed Cllr Ferneyhough,

seconded Cllr Page. Unanimously agreed.

The Chairman signed the Minutes.

6. Finance

6.1 Monthly Finance Report

The Financial Reports, as of the 31st October 2022, were presented to the Council (Appendix B).

Councillors received the following monthly financial reports:

Bank Reconciliation – The closing balance of £122,167.61

Expenditure to date – Budget £101,511 - Actual to date £62,872

Income to date – Budget £101,511 (including Precept £92,599) Actual to date £97,859

Earmarked Funds – Closing Balance £27,763.60 – Net movement £5,473.65

The Clerk reported:

- £1,311.67 was received from HMRC for the VAT recovered between July and September 2022.
- She had heard via the media that Bulb, who supplies the electricity to the Pavilion, had been taken over by Octopus.
- She had received notification that the Men's Sunday Football Team had folded, which would mean less income on pitch fees.

Resolved: to approve the Financial Report. Unanimously agreed.

The Chairman signed the Reports.

6.2 Payments

The items for payment totalling £8,259.42 were presented for approval (Appendix C).

The Clerk advised that the invoice for Wave for the water at the Allotments was an estimated bill. A meter reading had been obtained, which would be submitted to Wave and a further invoice would be expected.

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

6.3 Accounting Software

The notification from Rialtas, who provide the Parish Council Accounting Software, to advise that the business has been sold to Harris Computer Corporation was received and noted.

7. Finance and Policy Committee

7.1 Draft Minutes of the Finance and Policy Committee Meeting

The draft minutes of the Finance and Policy Committee meeting held on 20th October 2022 were received and noted.

7.2 Earmarked Funds

Resolved: Unanimously agreed to approve the proposal from the Finance and Policy Committee to reallocate some of the Earmarked Funds as follows:

- Move £2,000 from EMR Woodrolfe Hard to EMR Unallocated
- Move £1,500 from EMR Website to EMR Unallocated

7.3 Disciplinary Procedure

Resolved: Unanimously agreed to approve the proposal from the Finance and Policy Committee to amend Item 9 of the Disciplinary Procedure as follows:

Item 9

The following list contains some examples of unsatisfactory work performance in situations where the employee has not responded to management instructions: The list is not exhaustive.

- inadequate application of management instructions/office procedures
- inadequate IT skills
- unsatisfactory management of staff
- unsatisfactory communication skills.

It was noted that the Finance Committee has also reviewed the Grievance Procedure, and there were no changes.

7.4 Website Policy

Resolved: Unanimously agreed to adopt the Website Policy V1.0.

7.5 Parish Council Website

Resolved: Unanimously agreed to approve the proposal from the Finance and Policy Committee to include the following statement on the Home page of the Parish Council website.

“Within limited part-time and volunteer resources, Tollesbury Parish Council makes best endeavours to comply with all material administrative requirements. Where there is no apparent material impact on day-to-day services for the public, and it would be a disproportionate burden to comply in full, action is deferred.”

8. Recreation Ground

8.1 Draft Minutes of the Recreation Ground Committee Meeting

The draft minutes of the Recreation Ground Committee meeting held on 11th October 2022 were received and noted.

8.2 Monthly Inspection Report

The Monthly Inspection Report dated 23/10/22 was received. There were no new issues reported.

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

9.1 Verbal Update from the Environment and Amenity Committee Meeting

The Chairman reported that Cllrs Bell and Page, the Parish Clerk, a representative from the Allotments and himself had met with Bonz Cairey the previous evening to discuss works required at the Allotments. Quotations will be submitted in due course.

The Chairman reported that the large litter bin for Station Road had been

received, and Bonz had been instructed to replace the bin, and the one from Station Road will be used to replace one of the dog bins at the Recreation Ground.

The Clerk reported works to the kissing gate at the footpath near the sewerage works had commenced

Cllr Hawes asked whether the relocation of the recycling bins at Woodrolfe Green was going to go ahead.

The Chairman advised that it would be nice to do this, but other works take priority. It is on the list to be done in the future.

Concern was expressed that the car park area could be used by building/constriction vehicles when the works commence by Lewis at Scott at the site in Woodrolfe Road.

Action: Clerk to request a copy of the Construction Design Management Plan from Maldon District Council for the application.

9.2 Tree Survey – Hasler Green

Resolved: Unanimously agreed to proceed with the quotation from Kirsten Bowden for £400 to survey the trees at Hasler Green.

10. Woodrolfe Hard

10.1 Verbal Update from the Woodrolfe Hard Committee

No new information was reported.

11. Woodup Pool

11.1 Draft Minutes of the Woodup Pool Committee Meeting

The draft minutes of the Woodup Pool Committee meeting held on 6th October 2022 were received and noted.

11.2 Woodup Pool Usage by FACT

Councillors were happy with the proposed schedule for 2023.

The Clerk advised that she had emailed 1st Blackwater Scouts and had asked for their proposed usage schedule for Woodup Pool for 2023.

11.3 Woodup Pool Event 2023

Resolved: Unanimously agreed, in principle, for an event to be held at Woodup Pool on 24th June 2023 to raise funds for the upkeep of the pool.

In accordance with the declaration disclosed, Cllr Goldie left the meeting.

11.4 Relocation of Toilets

There was a lengthy discussion regarding the toilets at Woodup Pool. The Woodup Pool Committee had prepared a draft list of the pros and cons for each location (Appendix D).

The Council considered the six options and narrowed it down to three options:

- 1) Leave the toilets where they are
- 2) On adjacent Marina Land
- 3) On Parish Council land near the fence of the Marina

Action: To prepare costings for each option for further consideration by the Council.

Cllr Goldie returned to the meeting.

11.5 Replacement Lifebuoys

The quotation (Appendix E) for replacing lifebuoys from Glasdon UK was received. The cost for three lifebuoys with artwork would be £1,318.17 + VAT. Installation costs are still to be obtained.

The supply and installation of each Lifebuoy will cost approximately £500 each.

Action: To approach local businesses to ask if they will sponsor a Lifebuoy at the cost of £500 each.

12. Neighbourhood Plan

12.1 Draft Minutes of the Neighbourhood Plan Steering Group Meeting

The draft minutes of the Neighbourhood Plan Steering Group meeting held on 19th October 2022 were received and noted.

12.2 Housing Needs Survey

Resolved: Unanimously agreed to re-run the Housing Needs Survey proposed by the Neighbourhood Plan Steering Group.

The Clerk reported that a meeting with Laura Atkinson from the RCCE had been arranged for 1st December 2022 at 7 pm in the Pavilion.

12.3 Maldon District Council Local Development Plan (LDP)

Anne Altoft-Shorland, Lead Specialist – Local Plans at Maldon District Council, advised that, at the moment, their LDP review is on pause in terms of moving forward with the timeline of the project. MDC didn't get any further than assessing the comments from the Issues and Options Document, and these have not been back to Council yet. This is because Members want to review the methodology of the review. There is a report going to Council on 3rd November. They are still working on the background evidence as it's produced and agreed it will be going up on the Council's website, and they can then share it with Parish Councils.

13. Civility and Respect Project

Resolved: Unanimously agreed to sign up for the Civility and Respect Project pledge.

14. Tolfish Hump

Notification of the price increase to £10.00 per annum for a peppercorn rent for Tolfish Hump was received and noted.

Resolved: Unanimously agreed to enter into a Licence Agreement for 2023 with FACT for £10.00 per annum.

15. Parish Magazine

Notification of the price increase for 2023 was received and noted. The number of pages for Tollesbury Parish Council per edition is requested to be reduced to three.

The Council felt that publication of the minutes in the Parish Magazine was important to the village and was an excellent opportunity to let people know what the Parish Council has been doing. The Council were very mindful that not everyone has/uses a computer.
Action: Clerk to speak to the Parish Magazine Team to advise that there are two meetings per month and we would require more than three pages per edition.

16. Police/Community Protection Officers (CPOs)

16.1 Police

The Police Reports (confidential) were received and noted.

16.2 CPO Report for September 2022

The report for September 2022 was received. During the September patrols, it was noted that there were 3 Vehicle Move-on (VMOs).

17. Administration

Woodup Pool – The Clerk reported that another bin at Woodup Pool required replacing. Appletons will not empty the bin as it is dangerous.

Action: Clerk to order a replacement bin from Maldon District Council.

Street Football – The Clerk reported that the Street Football event organised by Maldon District Council during the half term was a success.
The Clerk had thanked the organisers and requested that they consider holding similar events in Tollesbury in the future.

18. Community Concerns

Cllr Page reported:

- At the recent Community Engagement Workshop arranged by Maldon District Council, discussions took place regarding funding opportunities to promote health and wellbeing.
At the meeting, the Clerk suggested a boxing/fitness club for the youth; it was good for health and fitness and discipline. Josh Fulcher, Strategic Theme Lead – Community at Maldon District Council, advised that he had helped set up something similar in Manchester, which proved very successful.
Cllr Page agreed to explore the options further and would report back to the Parish Council for further consideration.

Cllr Chambers reported:

- The Hangout was looking to start, and copies of all documentation required by the Parish Council would be sent in due course.

22. Dates of the Next Meetings

Tuesday 8th November 2022 – Recreation Ground Committee – 7.00 pm – Pavilion

Monday 14th November 2022 – Woodrolfe Hard Committee – 7.00 pm – Pavilion

Tuesday 15th November 2022 - Full Council Meeting – 7.30 pm – Pavilion

Tuesday 15th November 2022 – Environment & Amenity Committee – Following Full Council Meeting – Pavilion

Tuesday 6th December 2022 - Full Council Meeting – 7.30 pm – Pavilion

Wednesday 7th December 2022 – Finance Committee – 7.30 pm – Pavilion

Tuesday 20th December 2022 - Full Council Meeting – 7.30 pm – Pavilion

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

The Chairman closed the meeting at 9.30 pm.

Signed.....

Date

County Councillor Report. October 2022

Dear Parish Councillors,

Summer is now well behind us and at the time of writing, we are a mere 55 days until Christmas! Perhaps it is all of the political upheavals that seem to have made the recent weeks pass in a flash, but we are hopeful that following what can only be described as a turbulent period, we are now entering a new era of stability.

Apart from the political situation, we lost our monarch in September after an amazing service to our country of 70 years. Her Majesty had been one of the only constants in most of our lives with relatively few people having lived under any other monarch. The celebrations that parishes held earlier this year for the Platinum Jubilee were fantastic and they engendered a renewed pride in our country. Parishes also held some very moving and fitting services in memory of Her Majesty last month.

The summer months are generally quieter at the councils with few formal meetings being held during the holiday period. As we know the period of Royal Mourning also meant that many meetings had to be postponed and in some cases, we are only just catching up with the schedule.

One of the most significant changes that we are seeing now are the increases in the cost of living and the fiscal uncertainty that is a great concern to everyone. It was inevitable that the cost of energy was going to dramatically increase following the invasion of Ukraine, but few of us predicted that we would see rocketing electricity and gas prices for residents and businesses. Although there has been some assistance from government, it is clear that many people will find it hard getting through this winter and some businesses have already folded as a result of their costs escalating.

Unfortunately the county council is also impacted by increasing costs for utilities as well as inflationary pressures on many of its services. The electricity costs for street lighting have increased dramatically and material costs for road repairs and buildings are approximately 20% higher than last year.

However the biggest single issue that ECC is facing is the increase in its borrowing costs. With the raising of interest rates, the costs of repayments has gone up considerably. The council has to borrow money to fund its capital program. This includes roads, school buildings and other major infrastructure. Due to the additional costs of borrowing, there may need to be a review of the capital program for the current financial year. Although at this stage we are unaware of how this could impact individual services. The cabinet has been working extremely hard to find costs savings from both their revenue and capital budgets so that the authority can produce a balanced budget next year.

I am expecting news about how budget cuts will impact us sometime in late November and at this time, I will provide the relevant details for parish councils.

You may be aware that Essex County Council were instructed by The Secretary of State to intervene in the financial issues at Thurrock Unitary Council. It is testament to the way that ECC conduct their fiscal strategy that the government made this approach. A team has been working with officers and members at Thurrock to establish what has happened and what the future prospects for the unitary council are. A report has to be submitted to DLUC in January 2023.

Earlier this year, my portfolio awarded £500,000 in Arts and Culture Grants to many organisations across the county, some in The Maldon District. With over 200 applications that totalled over £3m, we had to assess the applications and 25 grants were given between £2,500 to £25,000. The new round of grants opens for applications on November 1st and details can be found on the Explore Essex website.

I have allocated most of my 2022 locality fund but I still have a little remaining. If there is a project that you would like to be considered, please let me know as soon as possible.

One of the regular issues that I have to deal with is the Maldon Local Highways Panel. I do not pretend that the LHP's have been as effective and efficient as they were intended. The system has been too restrained by policy and paperwork. Valid projects have taken too long to be delivered and in some cases they have not proved to be good value for money. There have also been issues with the Maldon LHP in that a previous officer did not manage the administration well and as a result some cases were lost or delayed.

A few months ago, the countywide LHP system was subject to a scrutiny project and as a result, there is a wide ranging review underway. This means that there is uncertainty about how the panels will have similar budgets in the future. It is entirely possible that the review and ongoing budget cuts may significantly change the way the panels operate. All current schemes that have agreed funding for this financial year will be delivered by the end of March, but it is not possible to give a clear prediction whether the current schemes awaiting funding or new schemes under validation (48 to date!) will be delivered. For this reason, as chairmen of the LHP, I have decided not to agree any new applications until we know more about how the LHP's will be organised.

One of the reoccurring subjects for LHP schemes is vehicle speed management measures. Probably 4 out of 5 applications are for speed related projects. The law requires that any measures to install new limits, amend existing limits etc have to have a traffic regulation order (TRO) for which evidence is required. This is why we commission speed surveys to ascertain the average speed of vehicles over a seven day period. We receive a full report that lists every vehicle movement, its speed, wheelbase, speed and time of activation. The equipment has to be calibrated and installed carefully to ensure that the data it produces can be legally supported. On average about 8 in 10 surveys show good compliance with the extant speed limit and this means that at TRO will be unlikely to be granted. The law dictates that we have to use the mean average speeds across the entire 7 day period. Inevitably there will always be some vehicles using excessive speed, often late at night but these contribute to the mean average. Regrettably, whatever the speed limit, there will always be idiots who drive too fast and absolutely nothing the council can do will stop them. I appreciate that this can be a frustration to some parishes and in some cases the survey results have been challenged. When a new survey is commissioned, it invariably shows similar results. Every survey costs £250 which comes from a county wide budget, but this has now been spent, so we are currently unable to carry out any new surveys this year.

Another feature frequently requested is for physical road narrowing to reduce traffic speed or volumes. Such measures are contrary to ECC Highways policy and although it may not be impossible to install one, the chance is almost zero.

One of the results from the recent government reorganisation is that we have a new Secretary of State for DLUC. Michael Gove makes a welcome return to the department and it is clear that one of his main goals will be to accelerate the ongoing discussions around local government devolution. Work has been going on all year and all district leaders have been involved in meetings to discuss what can be achieved by reorganisation. The range of powers that central government are prepared

to devolve and the amount of money that come with these powers depends on the local structure. There is a wish and intention that Essex is at the forefront of this and it is entirely possible that a proposal to government could be made in the Spring of 2023. At this stage, the structure of local government across Essex hasn't been agreed but work is at an advanced stage. The South Essex Councils have already got an informal agreement which opens the door for a joining of North Essex councils. Quite how this will work is unknown, but I suspect that we will receive an update in the near future.

Finally, the issue of climate change remains a priority of Essex County Council. Several parish councils have also started to form their own climate groups and there is now a dedicated officer at MDC. A couple of months ago, I arranged a public meeting hosted by Professor Jules Pretty who is one of this country's most knowledgeable experts. He has written several books on the subject and he currently chairs The Essex Climate Commission. He is a very entertaining speaker and the sessions we have had have been very well received. I have arranged another public meeting with Prof. Pretty on November 30th at The Plantation Hall in Heybridge. I am working with the local district members on this session and if any parish council members from other villages wish to attend, please contact me. You will have the opportunity to hear him speak and ask questions. If you are considering forming a climate working group in your parish, there will be people there who have already made this step.

I will update this report in a month or two when we have more information about the potential budget cuts and future of the LHP's.

Very best regards

A handwritten signature in black ink, appearing to read 'Mark Khan', with a stylized, cursive script.

MFL Durham

Date: 31/10/2022

Tollesbury Parish Council Current Year

Page 1

Time: 21:19

**Bank Reconciliation Statement as at 31/10/2022
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	31/10/2022		76,002.16
Deposit Account	31/10/2022		497.36
P/Sector Reserve	31/03/2021		0.00
Coop Current Account 2	31/10/2022		2,258.53
Petty Cash	30/09/2022		29.48
Unity Current Account	31/10/2022		33,038.58
			0.00
			<u>111,826.11</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			111,826.11
<u>Receipts not Banked/Cleared (Plus)</u>			
28/10/2022 043		323.50	
			<u>323.50</u>
			112,149.61
		Balance per Cash Book is :-	112,167.61
		Difference Excluding Adjustments is :-	-18.00
<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 :-	-18.00

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR Amenities	4,058.43	683.17	4,741.60
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>5,473.65</u>	<u>27,763.60</u>

Detailed Income & Expenditure by Budget Heading 31/10/2022

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	25,686	41,935	16,249	0	16,249	61.3%	0
Net Expenditure	(25,686)	(41,935)	(16,249)				
<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	59	0	(59)			0.0%	
Administration :- Income	93,060	92,599	(461)			100.5%	0
4100 Audit Fees	700	700	0		0	100.0%	
4110 Bank Charges	50	100	50		50	49.6%	
4120 Insurance	3,758	3,200	(558)		(558)	117.4%	
4130 Miscellaneous	176	700	524		524	25.1%	
4140 Office Allowance	455	780	325		325	58.3%	
4150 Photocopier	387	950	563		563	40.7%	
4160 Postage	0	40	40		40	0.0%	
4170 Stationery	4	60	56		56	6.4%	
4180 Subscriptions	1,460	2,200	740		740	66.4%	
4190 Telephone	323	600	277		277	53.8%	
4200 Training	(144)	300	444		444	(48.0%)	
4210 Website	268	725	457		457	37.0%	
Administration :- Indirect Expenditure	7,436	10,355	2,919	0	2,919	71.8%	0
Net Income over Expenditure	85,624	82,244	(3,380)				
<u>120 Amenities</u>							
1100 Allotments Income	591	1,062	472			55.6%	
Amenities :- Income	591	1,062	472			55.6%	0
4130 Miscellaneous	447	500	53		53	89.3%	
4250 Allotments	332	500	168		168	66.4%	
4260 Hasler Green	180	360	180		180	50.0%	
4270 Rangers	323	1,400	1,077		1,077	23.1%	
4280 Woodrolfe Green	300	600	300		300	50.0%	
4420 Maintenance	124	200	76		76	61.9%	
Amenities :- Indirect Expenditure	1,706	3,560	1,854	0	1,854	47.9%	0
Net Income over Expenditure	(1,115)	(2,498)	(1,383)				

Detailed Income & Expenditure by Budget Heading 31/10/2022

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	2,242	5,000	2,758			44.8%	
Cemetery :- Income	<u>2,242</u>	<u>5,000</u>	<u>2,758</u>			<u>44.8%</u>	<u>0</u>
4130 Miscellaneous	11	100	89		89	10.9%	
4310 Contract	3,250	7,000	3,750		3,750	46.4%	
4320 Skip Fees	0	200	200		200	0.0%	
4330 Water/Sewage Rate	110	100	(10)		(10)	110.2%	
4340 Rates	247	0	(247)		(247)	0.0%	
Cemetery :- Indirect Expenditure	<u>3,618</u>	<u>7,400</u>	<u>3,782</u>	<u>0</u>	<u>3,782</u>	<u>48.9%</u>	<u>0</u>
Net Income over Expenditure	<u>(1,376)</u>	<u>(2,400)</u>	<u>(1,024)</u>				
<u>140 Pavilion</u>							
1120 Hire Charge	75	50	(25)			150.0%	
Pavilion :- Income	<u>75</u>	<u>50</u>	<u>(25)</u>			<u>150.0%</u>	<u>0</u>
4330 Water/Sewage Rate	128	250	122		122	51.1%	
4400 Cleaning Items	27	50	23		23	54.7%	
4410 Electricity	361	600	239		239	60.2%	
4420 Maintenance	162	150	(12)		(12)	107.9%	
Pavilion :- Indirect Expenditure	<u>678</u>	<u>1,050</u>	<u>372</u>	<u>0</u>	<u>372</u>	<u>64.6%</u>	<u>0</u>
Net Income over Expenditure	<u>(603)</u>	<u>(1,000)</u>	<u>(397)</u>				
<u>150 Projects</u>							
4500 Amenities	317	1,000	683		683	31.7%	317
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>5,876</u>	<u>11,350</u>	<u>5,474</u>	<u>0</u>	<u>5,474</u>	<u>51.8%</u>	<u>5,876</u>
Net Expenditure	<u>(5,876)</u>	<u>(11,350)</u>	<u>(5,474)</u>				
6000 plus Transfer from EMR	5,876						
Movement to/(from) Gen Reserve	<u>0</u>						

Detailed Income & Expenditure by Budget Heading 31/10/2022

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	1,105	2,000	895			55.3%	
Rec Ground :- Income	1,105	2,000	895			55.2%	0
4310 Contract	4,325	8,800	4,475		4,475	49.1%	
4420 Maintenance	684	2,200	1,516		1,516	31.1%	
4710 Pitch	405	500	95		95	81.0%	
Rec Ground :- Indirect Expenditure	5,414	11,500	6,086	0	6,086	47.1%	0
Net Income over Expenditure	(4,309)	(9,500)	(5,191)				
<u>170 Street Clean</u>							
4310 Contract	2,500	5,000	2,500		2,500	50.0%	
Street Clean :- Indirect Expenditure	2,500	5,000	2,500	0	2,500	50.0%	0
Net Expenditure	(2,500)	(5,000)	(2,500)				
<u>180 Street Light</u>							
4410 Electricity	2,158	1,500	(658)		(658)	143.9%	
4420 Maintenance	396	700	304		304	56.6%	
Street Light :- Indirect Expenditure	2,554	2,200	(354)	0	(354)	116.1%	0
Net Expenditure	(2,554)	(2,200)	354				
<u>190 Woodrolfe Hard</u>							
1110 Fees	787	800	13			98.4%	
Woodrolfe Hard :- Income	787	800	13			98.4%	0
4130 Miscellaneous	261	350	89		89	74.5%	
4730 Rent	430	431	1		1	99.7%	
Woodrolfe Hard :- Indirect Expenditure	690	781	91	0	91	88.4%	0
Net Income over Expenditure	97	19	(78)				
<u>200 Woodup</u>							
4190 Telephone	61	480	419		419	12.8%	
4270 Rangers	0	400	400		400	0.0%	
4310 Contract	120	240	120		120	50.0%	
4420 Maintenance	2,328	1,650	(678)		(678)	141.1%	
4700 Toilet	1,055	1,100	45		45	95.9%	
4760 Litter Collection	271	480	209		209	56.4%	
Woodup :- Indirect Expenditure	3,835	4,350	515	0	515	88.2%	0
Net Expenditure	(3,835)	(4,350)	(515)				

Detailed Income & Expenditure by Budget Heading 31/10/2022

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	1,058	1,350	292		292	78.4%	
S137 Expenditure :- Indirect Expenditure	<u>1,058</u>	<u>1,350</u>	<u>292</u>	<u>0</u>	<u>292</u>	<u>78.4%</u>	<u>0</u>
Net Expenditure	<u>(1,058)</u>	<u>(1,350)</u>	<u>(292)</u>				
<u>220</u> <u>Other</u>							
4850 Agency Services	1,820	500	(1,320)		(1,320)	364.0%	
4860 Advertising	0	180	180		180	0.0%	
Other :- Indirect Expenditure	<u>1,820</u>	<u>680</u>	<u>(1,140)</u>	<u>0</u>	<u>(1,140)</u>	<u>267.6%</u>	<u>0</u>
Net Expenditure	<u>(1,820)</u>	<u>(680)</u>	<u>1,140</u>				
Grand Totals:- Income	97,859	101,511	3,652			96.4%	
Expenditure	62,872	101,511	38,639	0	38,639	61.9%	
Net Income over Expenditure	<u>34,986</u>	<u>0</u>	<u>(34,986)</u>				
plus Transfer from EMR	5,876						
Movement to/(from) Gen Reserve	<u>40,863</u>						

TOLLESBURY PARISH COUNCIL
PAYMENTS FOR APPROVAL

November 2022

Date	Cheque No.	Payee	Invoice No/Ref	Expenditure Detail		Amount
CO-OPERATIVE BANK - CURRENT ACCOUNT						
15.10.22	D/D	Bulb		Electricity Supply - Pavilion		£43.61
26.10.22	D/D	N.Power	IN04837538	Electricity Supply - Streetlights		£321.79
26.10.22	D/D	Utility Warehouse	187782218	Parish Phone		£55.16
01.11.22	D/D	Maldon District Council		Non-Domestic Rates - Cemetery		£33.00
15.11.22	D/D	A & J Lighting Solutions	36700	Monthly maintenance		£67.92
CO-OPERATIVE ACCOUNT - ACCOUNT No. 2						
17.10.22	D/D	Adobe	2.02201E+11	Adobe Monthly Subscription		£12.64
20.10.22	D/C	Amazon		Extension Lead		£14.99
24.10.22	D/C	Amazon		Toilets brushes and cleaning materials		£30.16
UNITY TRUST BANK - CURRENT ACCOUNT						
01.11.22		Wages		Staff Wages		£2,346.35
	Online	Essex Pension Fund		Employee and Employer Contributions - November		£769.86
	Online	HMRC		Tax & NI October 2022		£843.48
	Online	D W Maintenance	2315	Grounds Maintenance - Cemetery - October	£541.66	
			2316	Grounds Maintenance - October	£824.92	
			2303	September Invoice overcharged	-£18.00	£1,348.58
	Online	S Curtis	24	Litter Contract		£416.66
	Online	Viking	1296	Civic Amenity Skip		£168.00
	Online	Maldon District Council	TOL10086078	CPO July - September 2022		£452.84
	Online	Royal Mail	1802570346	PO Box Address for Parish Council		£378.00
	Online	Clover Electrical Services	9505	Outside lights and PAT Testing		£621.60
	Online	The Royal British Legion		Poppy Wreath		£75.00
	Online	Wave	11132974	Water Supply - Allotments		£259.78
TOTAL						£8,259.42

Payment Breakdown	
Tollesbury Current Account	£521.48
Tollesbury A/c No. 2 Debit Card	£57.79
Unity Trust Bank	£7,680.15
TOTAL	£8,259.42

WOODUP POOL
INITIAL THOUGHTS RE TOILET RELOCATION – V2.0

Options		Pros	Cons
1.	Leave where they are	<p>On PC Land.</p> <p>The current location has been in place for approx. 20 years and has worked well.</p>	<p>This would not resolve the access issue with Frost and Drake.</p> <p>Existing access to service toilets needs to be upheld</p>
2.	On adjacent Marina Land	<p>The location is ideal and would have no impact on the beach area nor overall landscape</p> <p>Resolves access via Frost and Drake</p>	<p>A legal agreement would need to be in place for the toilets to be on the Marina Land.</p> <p>What would the position be if the current owner of the Marina decided to sell.</p> <p>There would be additional costs – peppercorn rent and a cost for each visit by the toilet company?</p>
3.	On Parish Council land near the fence of the Marina	<p>On PC Land</p> <p>Good location</p> <p>Resolves access via Frost and Drake</p>	<p>Access would need to be via the Marina – same issues as option 2</p> <p>Being in full view spoils the overall landscape</p>

Options		Pros	Cons
4.	Near where the telephone was located	<p>On PC Land</p> <p>The location would not impact the beach area.</p> <p>Access to the toilets for servicing can be done from the roadway</p>	<p>The location is near the deep end.</p> <p>Not enough room to expand to three toilets in the future if needed.</p> <p>Would the toilets in this location spoil the view of the residents in Woodrolfe Park.</p> <p>Comments from Risk Assessor - too many potential problems could occur, and people do stupid things that, even with risk assessments it's difficult to avoid, especially if alcohol is involved.</p> <p>Would be used by people visiting the quayside and hard increasing running costs</p>
5.	No toilet	<p>Resolves all access issues</p> <p>Annual financial saving</p>	<p>Comments from Risk Assessor - you are not obliged to provide them!! However, having had this facility for a while now, people expect somewhere to do their toiletries if not, they will still urinate and worse in the area, and no doubt you will get complaints from the residents in the flats opposite.</p> <p>Increased risk to public health leading to increased water testing.</p> <p>Short distance away are public toilets on Green and local cafes if open.</p>

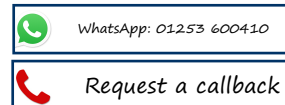
Options		Pros	Cons
6.	Connect to existing sewers	<p>On PC Land</p> <p>Resolves all access issues</p>	<p>Unsure if the existing pipework is suitable.</p> <p>The additional cost for a permanent structure would include:</p> <ol style="list-style-type: none"> 1) Non-domestic rates 2) Water supply 3) A caretaker (open/close/clean) 4) Outlay for a unit <p>Risk of tidal flooding into the existing sewer</p>


Mrs Michelle Curtis
Tollesbury Parish Council
4 Valkyrie Close
Tollesbury
Maldon
Essex
CM9 8SL

Account Code: 590010957

17/10/2022
EQ70075666

Email: katrina.hutley@glasdon-uk.co.uk



	Qty	Unit Price	Total Price
 Guardian™ Lifebuoy Housing 600mm Guardian Lifebuoy Housing Unit complete with 600mm Lifebuoy, 50m (10mm) Throwing Rope, Inspection Window, Below Ground Armortec Coated Extended Base Post and Lid Stay Kit with a Kit of 4 Personalised Quadrant Sticker and Central Circular Personalised Graphic.	3	£439.39	£1,318.17

Please note if you provide the artwork for your personalised graphics we can get a mock up processed and e-mailed over to you once available.

 **Product Information**

 **Product News**

 **Product Videos**

 **Product Warranty**

(Images shown are examples only, your final product will vary depending on specification)

All details will remain firm until 31/10/2022

Delivery to be confirmed upon receipt of order.

Please refer to the **Conditions of Sale**.

Carriage to ESSEX	£0.00
Total (excluding VAT)	£1,318.17

Click here to proceed with this quote using a credit card or by paying on account

Notes

Please note that these prices will remain firm until 31st October 2022 after which time our annual Company price increase will apply.

Brochures



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You can also keep track of our tree-planting initiatives via our virtual forest at <https://ecologi.com/glasdonuk>



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