

**Present:** Cllrs. Chamber, Hawes  
Non-Voting Members: Andrew Eastham (FACT)

**In the Chair:** Cllr. Lowther

**Clerk:** Michelle Curtis

**Also present:** Cllr M Bell  
Nik Bradbrook – Woodup Pool Event Organiser

**1. Apologies for Absence**

There were no apologies absence for absence. All members were present.

**2. Declarations of Interest**

Mr Eastham disclosed personal interests as follows:

- Membership of Tollesbury Sailing Club and is also a Committee Member.
- Mr Eastham works for Fellowship Afloat Charitable Trust (FACT) and is a Director for Tollesbury Saltings.

**3. Public Forum**

There were no members of the public present.

**4. Minutes**

**Minutes of the Meetings held on 12<sup>th</sup> April 2022**

**Resolved:** the minutes for the 12<sup>th</sup> April 2022 represented a true account of the proceedings of the Meeting. Unanimously agreed.

The Chairman signed the Minutes.

**5. Woodup Pool Event**

Nik Bradbrook reported that he had started initial discussions with various parties for a pool event in 2023 to raise funds for pool improvements.

The proposed date for the event is Saturday 24<sup>th</sup> June 2023 between 12 pm-9 pm.

Nik advised he would be arranging a meeting with his events team. A member of the Committee agreed to attend the meeting to report back to the Parish Council.

Nik advised the possible expenditure for the Parish Council would be for additional toilets, St Johns Ambulance and insurance.

**Action:** Nik to submit a proposal to the Parish Council for consideration.

Nik left the meeting.

**6. Review of the Current Season**

Overall, it was a successful season at Woodup Pool.

Toilets – Except for a couple of incidents, namely graffiti and the pushing over of a

toilet, there were no issues. The toilets were hired until the end of September, which the village appreciated.

Empty/Fill Process – The Chairman advised that FACT had emptied and filled the pool during the season, and there were no issues. The Chairman thanked FACT for carrying this out on behalf of the parish.

During the summer months, there was little to no weed, even with the pool being left full during the winter period.

During the summer, the Clerk had notified residents via social media when the pool would be emptied and refilled. Residents appreciated this. The Committee was happy to continue advising residents via social media when the pool would be emptied and refilled, but this would only be done during the 6-week school holiday.

Mr Eastham confirmed FACT would be happy to continue carrying out the empty/fill process for the pool.

Pool Safety Checks – Again, the Chairman thanked FACT for carrying out the safety checks.

Mr Eastham confirmed FACT would be happy to continue carrying out the pool safety checks in 2023.

#### FACT Usage

Overall it had been a successful season.

**Action:** Mr Eastham to forward the 2023 programme to use the pool to the Clerk for consideration by the Full Council.

#### Scout Usage

**Action:** Clerk to ask 1<sup>st</sup> Blackwater Scouts for their proposed usage of Woodup Pool for 2023, which will be submitted to the Full Council for approval.

#### Water Testing

Maldon District Council carried out the water testing, and all results were satisfactory. The Parish Council now pays for the cost of water testing due to the withdrawal of funding from Maldon District Council.

#### Donations

A total of £101.39 was collected from the donation boxes.

#### Parking

It was reported that there are parking Issues with cars parking opposite the Sail Lofts. The Clerk advised that an application had been submitted to the Local Highways Panel for double yellow lines in this area.

#### Telephone

**Action:** Clerk to speak to BT to chase up the removal of equipment

### 7. **End of Season Maintenance and Closure**

Fencing – needs attention in certain areas, for consideration in the new season.

**Action:** Chairman to speak to some contractors.

Signage - Removal of old signage replicating information on the main noticeboards.

The pool will remain full during the winter and will be emptied and filled monthly, effective from November.

## 8. Strategic Plan

Councillors discussed a document on strategic issues (Appendix A).

### Water Quality

The Committee felt that the current testing regime was adequate. Maldon District Council (MDC) are taking the sampling of the water and sending it to the laboratory for testing. Currently, the Parish Council does not pay for the time of the MDC Officer, only the testing. Additional testing would likely mean that MDC may request that the Parish Council pay for the Officer's time.

If the water sampling results were unsatisfactory, the Parish Council would immediately arrange for the pool to be emptied and the water to be retested once it had been refilled.

The results of the water testing is recorded in the minutes of the Parish Council meetings.

It was agreed to ask Anglian Water, should there be a concern with the water quality, they notify the Parish Council so we can ensure we do not fill or empty the pool during this period.

**Action:** Chairman to prepare a letter for Anglian Water.

### Toilets

The Committee discussed the various locations for the hire toilets as follows:

- 1) Leave where they are
- 2) On adjacent Marina Land
- 3) On Parish Council land near the fence of the Marina
- 4) Near where the telephone was located
- 5) No toilet
- 6) Connect into the existing sewers

Action: Clerk to seek advice from the Risk Assessor on locations 4 and 5.

**Action:** The Chairman will prepare an initial list of the discussed locations' pros and cons. The list will be circulated to the Committee to review and finalise. It will then be circulated to the Full Council for consideration.

### Infrastructure

The Committee maintain the public facility, but there is no formal checklist.

**Action:** Clerk to prepare a maintenance checklist.

## 9. Precept 2023/24

The Committee considered the funds required for the general running of the pool in the next financial year. The proposed budget will be submitted to the Finance Committee for consideration when setting the precept.

Earmarked funds (£1000 Risk Assessment - £2000 towards fence repairs)	£3000
Contract (Grass cutting)	£265
General Maintenance (sluice gate/general maintenance)	£1500
Toilets (includes additional toilet cleaning and toilet during the school holidays)	£1250
Water Testing	£400
Additional Litter Bin	£480
Community Protection Officers (additional patrols during the school holidays)	£440

No provision has been made in the budget for the following:

- 1) Relocation of the toilets
- 2) Woodup Pool Event

**10. Life Belts**

The Clerk reported that a quotation had been requested from Glasdon for new lifebuoys.

**Action:** Clerk to obtain a quotation for the installation of the lifebuoys.

Once the supply and installation figures had been received, the Committee agreed to approach local businesses to see if they would consider sponsoring a lifebuoy.

**11. Toy Box**

The Committee considered the suggestion from Tollesbury Climate Partnership (TCP) for a wooden toy box for buckets, spades, etc., to be installed at Woodup Pool.

The Committee think it is a good idea in principle but requires further information on the size, who is responsible for the upkeep etc.

**Action:** Clerk to request further information from TCP.

**12. Other Matters**

No other matters were raised.

**13. Next Meeting**

Tuesday 21<sup>st</sup> February 2023 – 7.00 pm in the Pavilion

The Chairman closed the Meeting at 9.00 pm.

Signed.....

Date:.....

**TOLLESBURY PARISH COUNCIL – WOODUP POOL COMMITTEE 6<sup>TH</sup> OCTOBER 2022**

**AGENDA ITEM 8 – STRATEGIC PLAN – SUGGESTED MATTERS FOR CONSIDERATION**

**ISSUE**

Public use of Woodup Pool has increased in recent summers. Many Tollesbury residents are regular users. Because of publicity more people are arriving from further afield.

The Parish Council has a duty of care to ensure that health & safety arrangements keep pace with the changing pattern of use.

There are three risk areas to be managed:

- water quality
- toilets
- infrastructure

**WATER QUALITY**

In response to a user's report of floating debris during the summer, contamination was assumed, and the pool was drained and refilled. The debris on that occasion was probably mud and weed.

Between spring tide top-ups, the pool appears to lose some water (assumed to be minor leakage, coupled with evaporation). Water quality is impaired when this coincides with high usage by the public in warm weather.

Periodic test results have showed no abnormality during 2022, but these tests do not necessarily coincide with the times of greatest risk.

Concerns are expressed from time to time about the release of water from the nearby sewage works, apparently corresponding with periods of heavy rain. The risk can be mitigated to some extent by avoiding refills and top-ups at those times.

**For consideration:**

- Does the testing regime match the likely risk; should tests of water quality be timed when the risk is greater – for example during periods of high usage and low-fill?
- Are the instructions for refill and top-up clear about the interval following heavy rain?
- Should the test results be promulgated to the public; and if so, how?

**TOILETS**

A purpose-built toilet block is assumed to be outside the scope of current funding. Portable toilets are therefore an essential facility for safe public use of the pool.

Currently two units are provided at peak times; a third might become necessary if usage continues to increase.

Current siting is not ideal, with practical issues around access for installation and cleaning, and an inappropriate proximity to the sandy beach. The position is handy in practical terms for family users, but the drawbacks are that odours can be unpleasant, sand is carried into the toilets on users' feet and – when a spill occurs – the beach becomes contaminated (as happened this summer).

A realistic alternative location for the toilets is along the fence line between Woodup Pool and the Tollesbury Marina road. The toilets would need a concrete slab base (for three units, to allow for additional capacity in response to the growth in use at peak times), and suitable fence panel screening on three sides.

Formal agreement would need to be reached with the marina owner to ensure access via the Tollesbury Marina road for installation and cleaning. Such an agreement would probably be subject to a fee.

### **For consideration:**

There appear to be two options for siting the toilets:

- A. On Parish Council land, in place of the existing bench just east of the bar-b-q. The bench could be relocated, but the toilets would be rather prominent, and they would occupy space that is currently popular for families enjoying picnics.
- B. On Tollesbury Marina land, subject to agreement with the marina owner, within the boundary of the marina in the corner of the grassed area that bounds the pool, nearest the sea wall path. This would be a more discrete location, far less prominent, and would be clear of sand, but with easy access from the grassed area behind and just to the west of the bar-b-q.

Under either option the Parish Council would need to budget for the concrete slab (for three units) and fence panel screening. An access agreement would be needed with the marina owner. Under Option B there would probably be an additional peppercorn ground rental to the marina owner for the area occupied by the concrete slab and fence panels.

### **INFRASTRUCTURE**

Recent investment in the sluice, and in signage, life rings and fencing has been effective. Some hazardous broken sleepers were removed from the beach during the summer.

The Parish Council has to date enjoyed a good record of maintenance and upkeep. Other than the siting of the toilets, the environment is pleasing for users.

### **For consideration:**

An Upkeep Plan could be maintained for this key public facility and submitted for formal scrutiny annually by the Parish Council.