

Present: Cllrs Chambers, Clare, Fernyhough, Goldie, Hawes, Rogers, St Joseph

In the Chair: Cllr Plater

Clerk: Michelle Curtis

Also Present: District Councillor Stephens
2 Members of the public

1. Apologies for Absence

There were apologies for absence from Cllrs Bell, Lowther and Page.

2. Declarations of Interest

There were no declarations of interest disclosed.

3. Public Forum

There were no comments from the members of the public.

4. County Councillors and District Councillors

The report (Appendix A) from Cllr Stephens was received and noted.

The Chairman reported that following the last meeting, the Clerk had emailed Cllr Durham to request that Cabinet Member Scott attend a meeting of the Parish Council. Cllr Durham replied as follows:

“At the moment, Cllr Scott is prioritising work on the strategic issues in his portfolio and is not undertaking parish visits in the near future. I am sure that the parish council will understand that it is very important that a robust plan for the year ahead is developed given the funding constraints that everyone is experiencing. He has been allocated an additional £10m for highway works and one of his jobs is working out how this can be best spent for the benefit of residents. There will be a change to the Local Highway Panels and the Essex Speed Management Strategy is due for publication in the coming weeks. It is my intention to wait until these are in the public domain before I produce another parish report. I am hoping that this will be by the end of March. When Cllr. Scott resumes his travels across the county, I will ensure that Tollesbury is high on his list.”

5. Minutes of the Meetings held on the 21st February 2023

Resolved: the Minutes of the Parish Council Meeting held on 21st February 2023 be approved as a true and accurate record of the meeting. Proposed Cllr Goldie, seconded Cllr Rogers. Unanimously agreed.

The Chairman signed the Minutes.

6. Finance

6.1 Monthly Finance Report

The Financial Reports, as of the 28th February, 2023, were presented to the Council (Appendix B).

Councillors received the following monthly financial reports:

Bank Reconciliation – The closing balance of £85,488.97

Expenditure to date – Budget £101,511 - Actual to date £100,036

Income to date – Budget £101,511 (including Precept £92,599) Actual to date £108,434

Earmarked Funds – Closing balance £25,101.60 – Net movement £2,811.65.

The Clerk reported:

- Notification had been received from Bulb to advise that a credit of £150 had been applied to the account for the alternative fuel allowance.

The Chairman signed the Reports.

6.2 Payments

The items for payment totalling £7,814.81 were presented for approval (Appendix C).

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

7. Planning Planning Applications

Application No: VARM/MAL/22/01243 PP-11777262

Proposal: Variation of condition 4 (wheelchair user/accessible/adaptable dwellings) on approved planning permission 21/00702/FUL

(Create residential specialist neighbourhood for older people, consisting of 25 dwellings and community hub building, with associated landscaping and infrastructure.) to allow Plot 5 to comply with Building Regulation M4(2) (accessible and adaptable) instead of M4(3) (wheelchair user dwelling)

Location: Land North Of 48 Woodrolfe Road Tollesbury

Action: Councillor agreed to defer the item to the next Parish Council meeting when clarification had been received from John Swords at Maldon District Council, as the applicant stated in the application form that the approach is in accordance with, and the agreement of, John Swords.

Action: Clerk to confirm how many plots on the proposal had wheelchair access.

Application No: FUL/MAL/23/00124/FUL PP-11913635

Proposal: Demolition of existing motor engineers workshops (3no bays) and erection of a pair of new industrial units: Unit 1: Use Class E (light industrial); and Unit 2: a flexible use comprising Use Classes B2, B8, E (light industrial) and/or motor engineers workshop.

Location: M P Body Works Rear Repair Centre Brunel Garage Woodrolfe Road

Resolved: Unanimously agreed to recommend refusal of this application due to the following:

- Bulk, scale and mass of the proposal
- Inappropriate materials

8. Recreation Ground

8.1 Verbal Report from the Recreation Ground Committee

The Clerk reported:

- The kickwall was due to be installed the following day. Following a

meeting with the Contractor and agreement from Cllr Lowther, the kickwall will not be installed near the concrete strip. The kickwall will be installed nearer to the store shed, so should any footballs be kicked over the wall, they will land on the grassed area and not on the road in Church Street. Councillors were happy with the new position.

8.2 Monthly Inspection Report

The Monthly Inspection Report dated 26/02/23 was received. No new issues to report.

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

9.1 Verbal Report from the Environment and Amenity Committee

The Clerk reported:

- She had received notification from Bonz Cairey that the agreed works at the allotments would be carried out on 20th March 2023. The Clerk would put a sign on the gate to notify Allotment Tenants.
- Following her email to Cllr Durham regarding Cllr Scott, Cllr Durham sent a further email asking that the Parish Council forward any outstanding highway issues to him to investigate further.

10. Woodrolfe Hard

10.1 Verbal Report from the Woodrolfe Hard Committee

Cllr St Joseph reported:

- He would set up another working party to lay another 4 tonnes of stone at Woodrolfe Hard. The cost for the purchase of the stone had been set aside in the Woodrolfe Hard Earmarked Fund.

Resolved: Unanimously agreed to proceed with the purchase of more stone for improvement works to Woodrolfe Hard.

11. Woodup Pool

11.1 Verbal Report from the Woodup Pool Committee

Cllr Lowther reported:

- Due to the scheduled meeting on 21st February 2023 not being quorate, the meeting did not proceed. The next meeting of the Woodup Pool Committee is on 11th April 2023.

11.2 Lifebuoys

Resolved: To proceed with the proposal (Appendix D) from the Woodup Pool Committee to purchase the replacement lifebuoys at Woodup Pool. The Parish Council would cover the shortfall of £209.99 + VAT for the installation costs.

The cost for the lifebuoys would be covered by three sponsors: Tollesbury Marina, Tollesbury Saltings and R Pomphrett Ltd.

12. Section 137 Expenditure

Notification from the Department of Levelling Up, Housing and Communities of the Section 137 Expenditure Limit for 2023-24 was received and noted. The appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for parish and town councils in England for 2023-24 is £9.93 per electorate.

13. Repositioning of Bollards - Kings Walk/Hyacinth Close

Councillors discussed the letter from a resident regarding the suggestion for repositioning the bollards in the walkway between Kings Walk and Hyacinth Close.

Action: Clerk to notify the resident that the bollards are not the responsibility of the Parish Council, but the Clerk will make further enquiries as to who is responsible for them.

14. Memorandum of Understanding (MoU)

The Chairman reported that he was still waiting to receive feedback from Holmes and Hill on the draft MoU. It is hoped that he will be able to report back at the next meeting of the Parish Council.

15. Mersea Harbour Protection Trust

The Mersea Harbour Protection Trust and Tollesbury Wick climate change adaption recharge project – Year 1 (2022/23) monitoring report to the Marine Management Organisation was received and noted.

16. Woodup Pool Event

The information from the Event Organisers was received and noted. The Clerk advised that the Organisers would be meeting within the next few weeks, and Cllr Hawes would attend on behalf of the Woodup Pool Committee.

Cllr Hawes reported that Nik Bradbrook and herself had met with Green Marine (Boatyard) Ltd regarding the proposed event, and Green Marine (Boatyard) Ltd was happy with providing access on their land, the erection of a stage and a connection to their electricity supply.

17. Neighbourhood Plan

The updated Neighbourhood Plan Housing Needs Survey, which Laura Atkinson from the RCCE had reviewed and amended, was circulated to Parish Councillors and the Neighbourhood Plan Committee.

Councillors were happy with the updated survey but would like to wait until after the Public Event on 10th March 2023 to see if any further amendments were required to the survey.

18. Police/Community Protection Officers (CPOs)

18.1 Police

The Police Reports (confidential) were received and noted.

18.2 CPO Report for January 2023

The report for January 2023 was received. During the January patrols, it was noted that there were 2 Vehicle Move-on (VMOs).

18.3 CPO Service Requirements 2023/24

Resolved: to continue with the services of the Maldon District Council CPOs for 2023/24 at a rate of £40.53 per hour. Requirements are as follows:

3 hours per month – Dog Fouling/Litter Patrols, Anti-Social Behaviour Patrol, School Parking Patrol, On-Street Parking Patrol, Community Engagement.

An additional 1.5 hours per week at Woodup Pool during the school summer holiday.

19. Administration

Local Highways Panel (LHP) – The Clerk reported at the previous Parish Council meeting that Cllr Stephens agreed to amend one of the LHP applications to include the suggestion of flashing lights to alert drivers that they were approaching the school. A copy of the amended application had been circulated to the Councillors.

Councillors were happy with the amended application. Thanks were expressed to Cllr Stephens for her hard work.

Paddleboard Sessions – The Clerk reported she had circulated to Councillors an email received from Ben Thornett, Community Health and Wellbeing Officer at Maldon District Council. Ben is organising some paddle boarding and kayaking sessions across the Maldon district, where residents can book a free 1hour taster session with a qualified instructor. Ben has asked whether the Parish Council would like him to organise a session for Tollesbury residents at Woodup Pool.

Councillors were happy to proceed with the opportunity for sessions in Woodup Pool.

Cllr St Jospeh suggested that it was also an opportunity to advise paddleboards of areas to carry out this activity without damaging the environment.

Action: Clerk to request a copy of the risk assessment.

Action: Clerk to suggest that Ben attend the Woodup Pool meeting scheduled for April to discuss roping off a pool section for these sessions, as per the arrangement with FACT.

20. Community Concerns

Cllr Clare reported:

- Essex Wildlife Trust (EWT) had erected an anti-predator fence within the Wick marshes to protect various forms of wildlife. The issue is that the fence has been erected across the sightline of the hide. Several members of EWT have raised this issue with them.
- **Action:** Clerk to write EWT to raise the concerns of the Parish Council.

Cllr Rogers reported:

- 1st Blackwater Scouts would be writing to Parish Council to request permission to use Woodup Pool for water activities.
- Kings Coronation – is anything being planned?
Cllr Clare reported that a 'big lunch' will likely be arranged. Cllr Clare to look into further.

Cllr Chambers reported:

- It has been brought to her attention that a car and van are parking on the double yellow lines at the junction of the Doctors Surgery, making it dangerous for vehicles pulling out of North Road.
Action: Clerk to raise with the CPOs.

21. Dates of the Next Meetings

Tuesday 14th March 2023 – Finance Committee – 7.30 pm – Pavilion

Tuesday 21st March 2023 - Full Council Meeting – 7.30 pm – Pavilion

Tuesday 21st March 2023 – Recreation Ground Committee – Following Full Council Meeting – Pavilion

Tuesday 4th April 2023 - Full Council Meeting – 7.30 pm – Pavilion

Tuesday 11th April 2023 – Woodup Pool Committee – 7.30 pm – Pavilion

Tuesday 18th April 2023 - Full Council Meeting – 7.30 pm – Pavilion

Tuesday 18th April 2023 – Environment & Amenity Committee – Following Full Council Meeting – Pavilion

The Chairman closed the meeting at 8.56 pm.

Signed.....

Date

Report for Tollesbury Parish Council meeting
on 7th March 2023 (report written 2Mar23)

MALDON DISTRICT COUNCIL

Princes Road
 Maldon
 Essex CM9 5DL

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 20Apr23, 14Jun23; North Western 8Feb23, 8Mar23, 5Apr23.

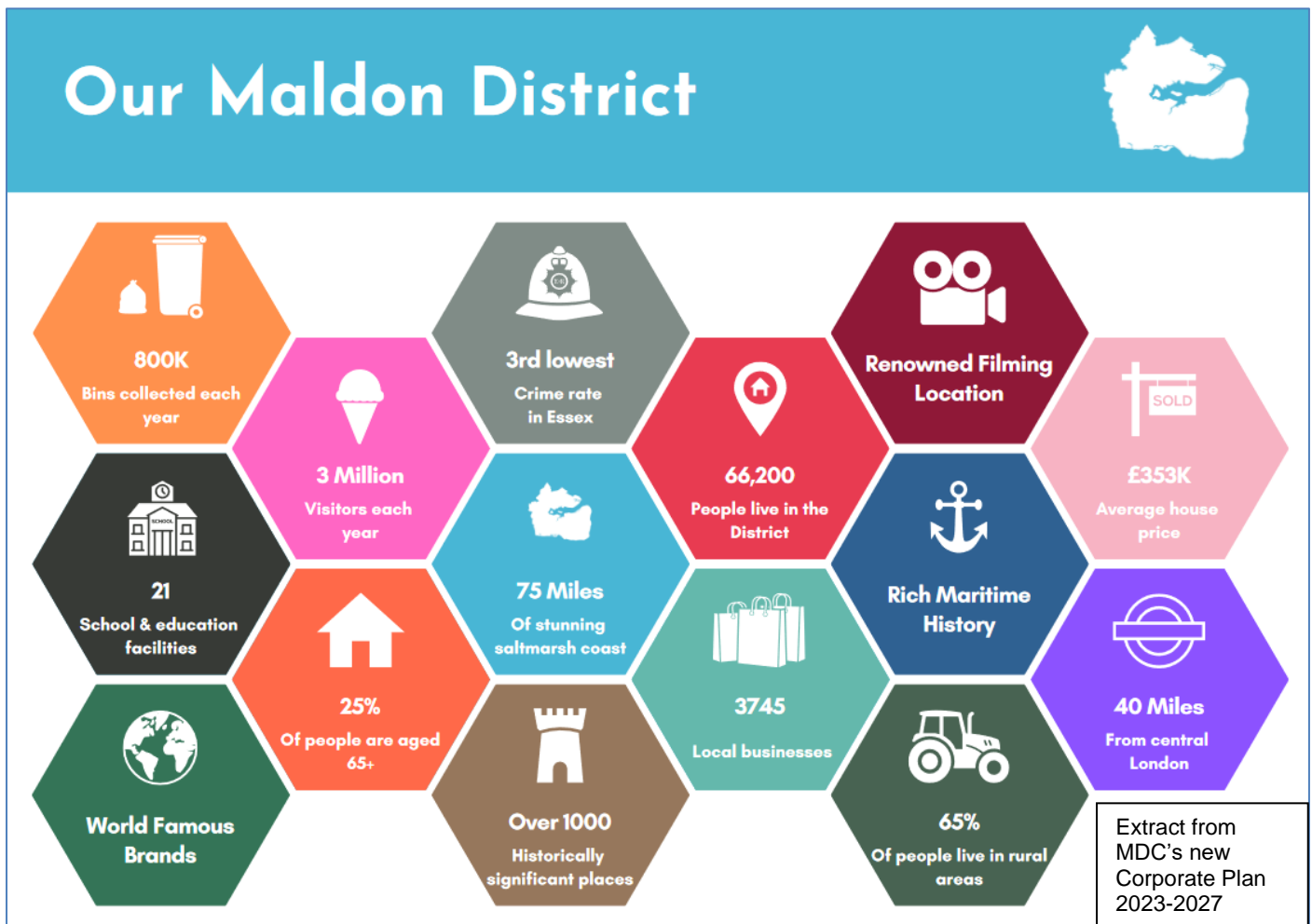
2. ROAD SAFETY: Local Highways Panel (LHP) applications:

- Following the recent accident outside the school involving a car and a child, as reported last month Essex Highways monitored the road but advise that it does not qualify for the patrol requested in LHP#06. However:
 - **It suggests that consideration be given to a priority scheme on East Street**, to the east of the school, so new LHP request to be raised this month for that (#08).
 - **Amendment also drafted to LHP#06**, to request that alternatives to a school crossing be considered, such as flashing lights or a 20mph section: with TPC for review.
- **LHP#02, install a “village gateway” at the start of the 30mph limit on West Street**, is due this quarter.
- **The other applications are still “in validation”** and the next panel is due on 17th March.

3. NEWS

- **Voter photo Id** – as reported last time, application forms can be printed from <https://tinyurl.com/bdh5rx7h> and I have a small supply too. I would encourage all Councillors to speak to neighbours and residents about this, and offer help as needed.
- **Business support: MDC has now launched...**
 - **A new website for business**, including a feature on the Woodrolfe Road industrial area, and specifically Volspec and Sea-kit. Suggestion for further business features and other content are most welcome – please contact me. <https://tinyurl.com/y4v4a8r8>.
 - **A new business newsletter**: please see <https://tinyurl.com/3ftuss67>. This replaces “Sense of Place”.
- **MDC Annual Residents and Business Survey** saw a strong increase in both resident and business participation rates, but not in Tollesbury. Here only 12 residents responded (just over 3%) and no businesses responded. This despite the survey being open for 8 weeks instead of the usual 6, having more promotion and fewer questions, and a £50 prize draw. There were slight decreases in residents and businesses feeling well informed and ironically, I have just raised requests for various web pages to be updated including that for the survey, so that I can share the results.
- **MDC Budget 2023-24** was agreed at Council in February. Again, I have raised a request for the relevant web page to be updated so that I can share this.
- **Air Quality Action Plan Funding Success**: MDC is pleased to announce success in obtaining grant funding of £129,000 from DEFRA. It will be used to help achieve the Market Hill Air Quality Action Plan.

- **MDC's new Corporate Plan for 2023-2027** is entitled "Where quality of life matters", and it sets out what we want to achieve in the next four years and how we will achieve it. See <https://tinyurl.com/s6r8dvwe>.



Date: 01/03/2023

Tollesbury Parish Council Current Year

Page 1

Time: 10:57

**Bank Reconciliation Statement as at 28/02/2023
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	31/01/2023		62,687.83
Deposit Account	31/01/2023		497.93
P/Sector Reserve	31/03/2021		0.00
Coop Current Account 2	31/01/2023		4,100.21
Petty Cash	31/01/2023		29.48
Unity Current Account	31/01/2023		17,926.32
			0.00
			<u>85,241.77</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			85,241.77
<u>Receipts not Banked/Cleared (Plus)</u>			
24/02/2023 091		247.20	
			<u>247.20</u>
			85,488.97
		Balance per Cash Book is :-	85,488.97
		Difference Excluding Adjustments is :-	0.00
<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 :-	<u>0.00</u>

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR Amenities	4,058.43	-1,893.83	2,164.60
321 EMR Cemetery	0.00		0.00
322 EMR Recreation Ground	4,302.13	5,000.00	9,302.13
323 EMR Unallocated	1,484.64	3,978.34	5,462.98
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	115.00	3,254.19
328 EMR Fencing Project	0.00		0.00
329 EMR Woodrolfe Hard	5,435.82	-3,382.86	2,052.96
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	-1,500.00	445.00
335 EMR Bus Shelter	0.00	0.00	0.00
	<u>22,289.95</u>	<u>2,811.65</u>	<u>25,101.60</u>

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	44,202	41,935	(2,267)	0	(2,267)	105.4%	0
Net Expenditure	(44,202)	(41,935)	2,267				
<u>110 Administration</u>							
1076 Precept	92,600	92,599	(1)			100.0%	
1080 Bank Interest Received	1	0	(1)			0.0%	
1150 Donations	1,281	0	(1,281)			0.0%	
1160 Other Income	59	0	(59)			0.0%	
1200 Grants Received	2,950	0	(2,950)			0.0%	
Administration :- Income	96,890	92,599	(4,291)			104.6%	0
4100 Audit Fees	700	700	0		0	100.0%	
4110 Bank Charges	74	100	26		26	74.3%	
4120 Insurance	3,758	3,200	(558)		(558)	117.4%	
4130 Miscellaneous	176	700	524		524	25.1%	
4140 Office Allowance	835	780	(55)		(55)	107.1%	
4150 Photocopier	466	950	484		484	49.1%	
4160 Postage	11	40	29		29	27.2%	
4170 Stationery	9	60	51		51	15.8%	
4180 Subscriptions	2,541	2,200	(341)		(341)	115.5%	
4190 Telephone	506	600	94		94	84.4%	
4200 Training	36	300	264		264	12.0%	
4210 Website	528	725	197		197	72.8%	
Administration :- Indirect Expenditure	9,641	10,355	714	0	714	93.1%	0
Net Income over Expenditure	87,249	82,244	(5,005)				
<u>120 Amenities</u>							
1100 Allotments Income	1,122	1,062	(60)			105.6%	
Amenities :- Income	1,122	1,062	(60)			105.6%	0
4130 Miscellaneous	1,081	500	(581)		(581)	216.2%	
4250 Allotments	844	500	(344)		(344)	168.8%	
4260 Hasler Green	300	360	60		60	83.3%	
4270 Rangers	961	1,400	439		439	68.7%	
4280 Woodrolfe Green	500	600	100		100	83.3%	

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4420 Maintenance	124	200	76		76	61.9%	
Amenities :- Indirect Expenditure	3,810	3,560	(250)	0	(250)	107.0%	0
Net Income over Expenditure	(2,688)	(2,498)	190				
<u>130 Cemetery</u>							
1110 Fees	6,930	5,000	(1,930)			138.6%	
Cemetery :- Income	6,930	5,000	(1,930)			138.6%	0
4130 Miscellaneous	11	100	89		89	10.9%	
4310 Contract	5,433	7,000	1,567		1,567	77.6%	
4320 Skip Fees	0	200	200		200	0.0%	
4330 Water/Sewage Rate	110	100	(10)		(10)	110.2%	
4340 Rates	346	0	(346)		(346)	0.0%	
Cemetery :- Indirect Expenditure	5,900	7,400	1,500	0	1,500	79.7%	0
Net Income over Expenditure	1,030	(2,400)	(3,430)				
<u>140 Pavilion</u>							
1120 Hire Charge	170	50	(120)			340.0%	
Pavilion :- Income	170	50	(120)			340.0%	0
4330 Water/Sewage Rate	257	250	(7)		(7)	102.9%	
4400 Cleaning Items	53	50	(3)		(3)	106.1%	
4410 Electricity	488	600	112		112	81.4%	
4420 Maintenance	269	150	(119)		(119)	179.3%	
Pavilion :- Indirect Expenditure	1,068	1,050	(18)	0	(18)	101.7%	0
Net Income over Expenditure	(898)	(1,000)	(102)				
<u>150 Projects</u>							
4500 Amenities	2,894	1,000	(1,894)		(1,894)	289.4%	2,894
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	85	200	115		115	42.5%	85
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	8,538	11,350	2,812	0	2,812	75.2%	8,538
Net Expenditure	(8,538)	(11,350)	(2,812)				
6000 plus Transfer from EMR	8,538						
Movement to/(from) Gen Reserve	0						

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	2,535	2,000	(535)			126.8%	
Rec Ground :- Income	2,535	2,000	(535)			126.8%	0
4310 Contract	7,216	8,800	1,584		1,584	82.0%	
4420 Maintenance	1,962	2,200	238		238	89.2%	
4710 Pitch	423	500	77		77	84.6%	
Rec Ground :- Indirect Expenditure	9,601	11,500	1,899	0	1,899	83.5%	0
Net Income over Expenditure	(7,066)	(9,500)	(2,434)				
<u>170 Street Clean</u>							
4310 Contract	4,167	5,000	833		833	83.3%	
4420 Maintenance	(0)	0	0		0	0.0%	
Street Clean :- Indirect Expenditure	4,166	5,000	834	0	834	83.3%	0
Net Expenditure	(4,166)	(5,000)	(834)				
<u>180 Street Light</u>							
4410 Electricity	3,514	1,500	(2,014)		(2,014)	234.3%	
4420 Maintenance	623	700	77		77	89.0%	
Street Light :- Indirect Expenditure	4,137	2,200	(1,937)	0	(1,937)	188.1%	0
Net Expenditure	(4,137)	(2,200)	1,937				
<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	440	431	(9)		(9)	102.0%	
Woodrolfe Hard :- Indirect Expenditure	700	781	81	0	81	89.7%	0
Net Income over Expenditure	87	19	(68)				
<u>200 Woodup</u>							
4190 Telephone	61	480	419		419	12.8%	
4270 Rangers	0	400	400		400	0.0%	
4310 Contract	200	240	40		40	83.3%	
4420 Maintenance	2,328	1,650	(678)		(678)	141.1%	
4700 Toilet	1,055	1,100	45		45	95.9%	
4760 Litter Collection	306	480	174		174	63.7%	
Woodup :- Indirect Expenditure	3,950	4,350	400	0	400	90.8%	0
Net Expenditure	(3,950)	(4,350)	(400)				

Detailed Income & Expenditure by Budget Heading 28/02/2023

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	1,163	1,350	187		187	86.2%	
S137 Expenditure :- Indirect Expenditure	<u>1,163</u>	<u>1,350</u>	<u>187</u>	<u>0</u>	<u>187</u>	<u>86.2%</u>	<u>0</u>
Net Expenditure	<u>(1,163)</u>	<u>(1,350)</u>	<u>(187)</u>				
<u>220</u> <u>Other</u>							
4850 Agency Services	2,940	500	(2,440)		(2,440)	588.0%	
4860 Advertising	217	180	(37)		(37)	120.6%	
Other :- Indirect Expenditure	<u>3,157</u>	<u>680</u>	<u>(2,477)</u>	<u>0</u>	<u>(2,477)</u>	<u>464.3%</u>	<u>0</u>
Net Expenditure	<u>(3,157)</u>	<u>(680)</u>	<u>2,477</u>				
Grand Totals:- Income	108,434	101,511	(6,923)			106.8%	
Expenditure	100,036	101,511	1,475	0	1,475	98.5%	
Net Income over Expenditure	<u>8,398</u>	<u>0</u>	<u>(8,398)</u>				
plus Transfer from EMR	8,538						
Movement to/(from) Gen Reserve	<u>16,937</u>						

TOLLESBURY PARISH COUNCIL
PAYMENTS FOR APPROVAL

March 2023

Date	Cheque No.	Payee	Invoice No/Ref	Expenditure Detail		Amount
CO-OPERATIVE BANK - CURRENT ACCOUNT						
16.02.23	D/D	Bulb		Electricity Supply - Pavilion		£36.38
28.02.23	D/D	Utility Warehouse	193182750	Parish Phone		£55.16
15.03.23	D/D	A & J Lighting Solutions	37088	Monthly maintenance		£67.92
24.03.23	D/D	Npower	IN06387313	Electricity Supply - Streetlights		£240.27
CO-OPERATIVE ACCOUNT - ACCOUNT No. 2						
09.02.23	D/C	Imperative Training (DefibShop)	1000118202	Replacement Pads - Sailing Club		£163.20
16.02.23	D/D	Adobe		Adobe Monthly Subscription		£12.64
21.02.23	D/C	Amazon		Cleaning Materials		£20.83
06.03.23	D/C	Tesco		Refreshments - N/P Public Event		£26.14
UNITY TRUST BANK - CURRENT ACCOUNT						
07.02.23	Online	Viking Skips	1355	Understated on February Payment Schedule		£28.00
			1366	Understated on February Payment Schedule		£28.00
07.03.23		Wages		Staff Wages		£2,459.82
	Online	Essex Pension Fund		Employee and Employer Contributions - March		£829.31
	Online	HMRC		Tax & NI -February 2023		£899.25
	Online	Viking Skips Ltd	1382	Civic Amenity Skip	£168.00	
			1397	Civic Amenity Skip	£168.00	£336.00
	Online	D W Maintenance		Grounds Maintenance - Cemetery - February	£558.33	
				Grounds Maintenance - February	£787.92	
				Marking and lining of additional pitch	£241.75	£1,588.00
	Online	S Curtis		Litter Contract		£416.66
	Online	Aurora Managed Services Ltd	IN436575	Quarterly charge		£150.03
	Online	Phelan Barker	INV-3928	Annual Costs - Hosting, Domain, SSL Certificates		£457.20
TOTAL						£7,814.81

Payment Breakdown	
Tollesbury Current Account	£399.73
Tollesbury A/c No. 2 Debit Card	£222.81
Unity Trust Bank	£7,192.27
TOTAL	£7,814.81



Woodup Pool – Lifebuoys

The Woodup Pool Committee would like to propose to the Full Parish Council that consideration be given to replacing the three lifebuoys at Woodup Pool.

Over the years, the current lifebuoys have been repaired and repainted but are now at the stage where they need replacement. The Committee feels that paying for repairs would be a waste of money as these repairs would only prolong the life of the signs for a short time.

Below are pictures and comments from the Risk Assessor who conducted the Risk assessment on 11th March 2022.

Comment from Risk Assessor - No 2 Lifebelt station flashing /woodwork – requires rebuild.



Comment from Risk Assessor - Life Belt station - deep end - Needs repair and repaint or replacing.



The safety checks carried out by FACT indicate that on Lifebuoy 3, half of the top board is missing.



TOLLESBURY
PARISH
COUNCIL

A quotation(attached) has been received from Glasdon UK Ltd for three new lifebuoys. The proposed lifebuoy (information attached) is built with Durapol® material, the unit can withstand extremes of temperature, to protect the life-saving devices inside from harmful UV which can degrade the equipment. The Housings also act as a deterrent to vandals and thieves, reducing the frequency of costly Lifebuoy replacement. Glasdon lifebuoys are fully compliant with Chapter III of the Life Saving Appliances code as per the International Convention for the Safety of Life at Sea (SOLAS). The new lifebuoys will be installed on a post which will be installed into the ground.

Supply Lifebuoys x 3	£1,449.99 + VAT
Installation (Bonz)*	£ 260.00 + VAT
TOTAL	£1,709.99 + VAT

*The quotation from Bonz was received on 02/11/22 – An updated quotation has been requested. It is hoped that there will be no change.

Three local businesses (Tollesbury Marina, Tollesbury Saltings and R Pomphrett Ltd) have all agreed to pay £500 to sponsor a lifebuoy.

If agreed to proceed, the shortfall of £209.99 would need to be met by the Parish Council. Funds are available in the Unallocated Earmarked Reserve.

Clerk: Michelle Curtis

Address: Tollesbury PC, PO Box 13205, Maldon CM9 9FU

Telephone: 01621 869039. **Email:** tollesburypc@btinternet.com

Buyers Guide:

Guardian[™]

Lifebuoy Housing



Thank you for your interest in **Guardian™** **Lifebuoy Housing**

Designed to keep water safety equipment safe and ready for action in the event of an emergency.



Guardian Lifebuoy Housing at **Staithes, North Yorkshire.**

Talk to us about your requirements or request a quote today.

Call us on **01253 600410**

Email:
enquiries@glasdon-uk.co.uk

or



In this step-by-step guide...

- The key considerations when specifying a lifebuoy housing.
- Links to Glasdon lifebuoy housings, installation and instruction leaflets and demonstration videos.

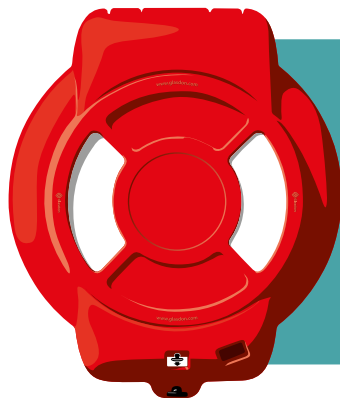
STEP 1 :

What size housing do you need?

Need a lifebuoy? [Go to Step 2](#)

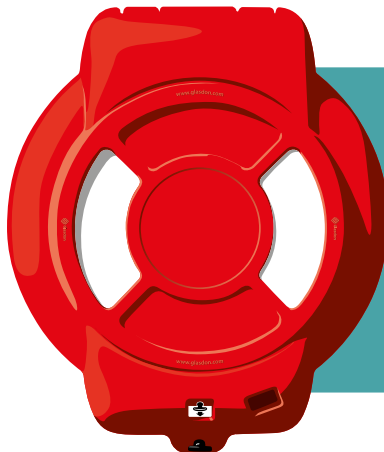
Guardian™ Lifebuoy Housings are available in two sizes to store life rings up to 30 inches in diameter or alternative throwable lifesaving devices such as the B-Line™ throwing Buoy.

Both models are designed with a universal fit to house lifebuoys and throwing buoys made by different manufacturers.



Guardian Lifebuoy Housing 600

- Ideal for 24" (600mm) lifebuoys with up to 164' (50m) of rope or two B-Line Throwing Buoys
- Available in red and white
- Height: 925mm | Width: 768mm
Depth: 250mm
- Weight: 9kg

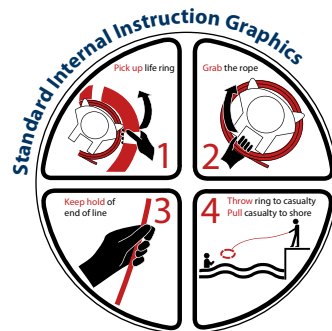


Guardian Lifebuoy Housing 750

- Ideal for 24" (600mm) or 30" (up to 750mm) lifebuoys with up to 164' (50m) of rope or two B-Line Throwing Buoys
- Available in red and white
- Height: 1065mm | Width: 898mm
Depth: 250mm
- Weight: 10.5kg

Built-in Safety and Inspection Features

- Manufactured from tough, vandal and weather resistant Durapol® polymer
- Ropemaster™ Quick Release Rope Management System - accepts various diameters of rope up to 50m (164')
- Clear instruction sticker on the inside
- Strong housing cabinet door with knuckle hinge and hinge rod
- Toggle latch
- Inspection indicator
- Water seal
- Environmentally friendly - the housing cabinet is recyclable after its service life



[Read our FAQ >](#)

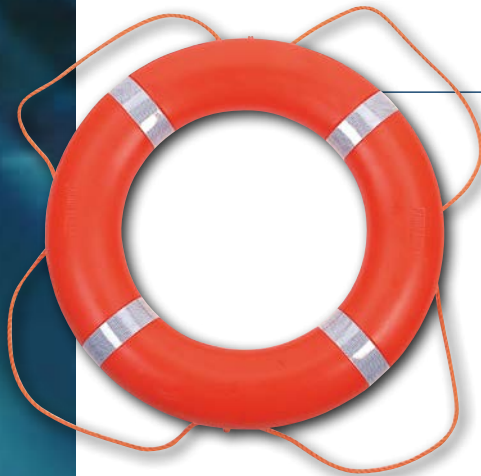
[Learn more about the Ropemaster Quick Release Rope Management System.](#)

STEP 2:

Do you require a lifebuoy or throwable personal floatation device?

We can provide 24" and 30" lifebuoys with 30m (100') or 50m (164') of throwing rope attached. Glasdon lifebuoys are fully compliant with Chapter III standards for life-saving devices, as per the Life-saving Appliance (LSA) code (SOLAS, 1974).

Not sure what size lifebuoy you need? Check out our handy [FAQ here](#) for guidance.



Glasdon Lifebuoy 600

24" lifebuoy weighs 2.7kg.

Can cover large throwing distance of up to 10 – 15 metres. Support for a single rescuee in the water. Ideal for throwing to the rescuee in rivers, lakes and shelving beaches.



Glasdon Lifebuoy 750

30" lifebuoy weighs 2.5kg.

Support for multiple rescuees at one time. Ideal for where there is a drop to water from piers, marinas or from on board a boat.



B-Line™ Throwing / Rescue Buoy

Lightweight, torpedo style floatation device weighs 1.3kg.

Length 685mm. Can be thrown to up to 30m and provides the rescuee with enough buoyancy to be carefully reeled back to shore using the 31m rope.

[Read our FAQ >](#)

[Find out more about Glasdon lifebuoys or the B-Line Throwing Buoy here.](#)

Glasdon lifebuoys meet SOLAS 74/83 regulations.

STEP 3:

Where will you be locating the lifebuoy housing?

Whatever your existing or new location, Guardian™ Lifebuoy Housing is a flexible solution with rail, wall and pole mounting fixing options.

Create a lifebuoy station by attaching the housing cabinet to a pole. We also offer Armortec® coated steel poles which can be surface mounted or concreted-in below the ground.



Fixings are optional and the Guardian Lifebuoy Housing can be purchased without them.

Alternatively choose to easily mount the housing to existing walls and railings with our fixing kits. **(Easy to follow fixing instructions are available to [download here.](#))**

STEP 4:

What additional options are available?

All Guardian™ Lifebuoy Housings come with essential instruction stickers inside the cabinet to assist with the quick deployment of the life ring or rescue buoy and throwing rope.

The exterior front of the housing cabinet is also designed for personalisation. This gives you the option to add extra stickers with instructions or warnings along with your authority or company branding.

We can help you compile the messages, while our in-house team will design the artwork and send an initial visualisation which is completely free of charge.



Personalised Guardian Lifebuoy Housing at Treynarn Bay, Padstow.

Additional Inspection and Operation Features.

- Inspection Window - easily view the contents inside without disturbing the door.
- Lid Stay – helpful when the housing is mounted to a pole. The lid stay securely props the lid open during inspection.



Talk to us about your requirements or request a quote today.

Call us on **01253 600410**

Email: **enquiries@glasdon-uk.co.uk**

or





About Us

Since 1959 our mission has been to design, manufacture and supply innovative market-leading products that enable our customers to contribute towards a cleaner, safer and more sustainable environment.

If you have any enquiries please contact us.

Alternatively you can view our

[**Customer Reviews here.**](#)

Order your
Guardian™ Lifebuoy
Housing today.

Call us on:

01253 600410

Request a Quote:

[**www.glasdon.com**](http://www.glasdon.com)

[**/guardian-tm-lifebuoy-housing**](http://www.glasdon.com/guardian-tm-lifebuoy-housing)

Watch our videos



Glasdon UK | Guardian™ Lifebuoy Housing



Glasdon UK | demonstration, optional extras & product testing | Guardian™ lifebuoy housing



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[**www.glasdon.com**](http://www.glasdon.com)