



Tollesbury Parish Council

Notice is hereby given that the Meeting of Tollesbury Parish Council will be held on **Tuesday 18th April 2023**, in **The Pavilion, Tollesbury Recreation Ground, Elysian Gardens** commencing at **7.30 pm**, to which members of the Council are summoned for the transaction of the under-mentioned business.

M. Curtis

Michelle Curtis – Clerk to the Council

11th April 2023

Councillors: S Plater (Chairman), T Lowther (Vice-Chairman), M Bell,
V Chambers, R Clare, A Ferneyhough, L Goldie, S Hawes,
C Page, J Rogers, A St Joseph

THE PRESS AND PUBLIC ARE CORDIALLY INVITED TO ATTEND

Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted; however, the privacy of (i) persons who object to the same and (ii) children and vulnerable adults must be respected by anonymising the identities of such.

1. Apologies for Absence

To receive apologies for absence.

2. Declaration of Interest

To disclose the existence and nature of any Disclosable Pecuniary Interests, Other Registrable interests and Non-Registrable Interests relating to items of business on the agenda having regard to paragraph 9 and Appendix B of the Code of Conduct for Members. (Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting.)

3. Public Forum

Members of the public will be given an opportunity to put forward their question(s) or statements to the Council. The Chairman will, at his discretion, then decide if he is able to answer the question(s) or proposes to put the item on the agenda for the next meeting.

4. County Councillor and District Councillors

To receive information from the County Councillor and District Councillors

5. Minutes

To receive and approve the minutes of the Parish Council Meeting held on 4th April 2023

6. Planning Applications and Decisions

6.1 Planning Applications

Applications are circulated to all Councillors with the agenda for study ahead of the meeting. Planning documents are also available for everyone to view on Maldon District Council's website (www.maldon.gov.uk).

To consider planning applications received from Maldon District Council including the following:

Application No: 23/00277/HOUSE PP-12004331

Proposal: Single storey rear extension and ground floor bay to front elevation.

Location: 16 High Street Tollesbury

Application No: 23/00349/FUL PP-12047693

Proposal: Retrospective application for the change of use of part of an agricultural building to light industrial E(g)(iii)

Location: Barn South Of Tollesbury Road Garlands Farm Prentice Hall Lane

6.2 Planning Decisions

To receive notification of planning decisions from Maldon District Council.

HOUSE/MAL/23/00068 - Ivystone Cottage Back Road – Approved

FUL/MAL/23/00124 - M P Body Works Rear Repair Centre Brunel Garage Woodrolfe Road – Approved

NMA/MAL/23/00099 - Monk House 115 Mell Road – Approved

TCA/MAL/23/00116 - Tollesbury County Primary School East Street - Approved

6.3 Planning Appeals

To receive notification of Planning Appeals from Maldon District Council.

6.4 Planning Appeal Decisions

To note appeal decisions made by the Planning Inspectorate

6.5 Tree Preservation Orders for information

To note TPOs made by Maldon District Council.

6.6 Applications Withdrawn

To receive notification of planning applications withdrawn from Maldon District Council.

Application No: 23/00026/FUL PP-11832991

Proposal: Change of use from class E(c)(ii) to Sui Generis with minor internal alterations, 10 off-street parking spaces for customers and 2 staff parking spaces.

Location: Phelan Barker 19 West Street Tollesbury

Application No: 22/01243/VARM 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

7. Climate Change

To discuss any issues relating to Climate Change

8. Woodup Pool Event

To consider the request from the Woodup Pool Event Organisers to cover the cost of the toilets, St Johns Ambulance, and a skip for the Woodup Pool Event on 24th June 2023

9. Allotments

To receive letters from Allotment Tenants following the letter sent to all Tenants by the Parish Council

10. Recreation Ground

10.1 To consider the request from Tollesbury Juniors Football Club for additional pitch maintenance

10.2 To consider options to deal with the rabbit issue at the Recreation Ground

11. Woodup Pool

11.1 To receive a verbal update on Woodup Pool

11.2 To consider the works and various quotations

12. Community Protection Officers (CPOs)

To review the Service Level Agreement from Maldon District Council for the CPO services for 2023/24

13. Administration

To receive information from the Clerk – update on current and ongoing matters

14. Community Matters

To receive information only or note future agenda items

15. Dates of the Next Meetings

Tuesday 2nd May 2023 - Full Council Meeting – 7.30 pm – Pavilion

Tuesday 16th May 2023 – Annual Statutory Meeting – 7.30 pm – Pavilion

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

Clerk: Michelle Curtis

Address: PO Box 13205, Maldon, Essex CM9 9FU

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

Town and Country Planning Act 1990
Weekly List Of Decisions
Week Ending 06.04.2023



HOUSE/MAL/23/00068 Tollesbury West

Proposed part single/part two storey rear extension, first floor side extension and internal remodelling.

Ivystone Cottage Back Road Tolleshunt D'Arcy Essex
(UPRN - 100091257444)

Mr Neil Pickering

APPROVE subject to the following conditions:-

1 **CONDITION**

The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON

To comply with Section 91(1) The Town & Country Planning Act 1990 (as amended).

2 **CONDITION**

The development hereby permitted shall be carried out in complete accordance with the approved drawing: 001, 230117-1002 Rev A, 230117-1003 Rev A and 230117-1004 Rev A

REASON

In order to ensure that the development is carried out in accordance with the approved details.

3 **CONDITION**

The materials used in the construction of the development hereby approved shall match the materials on the existing dwellinghouse.

REASON

In the interest of the character and appearance of the area in accordance with policies D1 and H4 of the approved Local Development Plan and guidance contained within the National Planning Policy Framework.

POSITIVE AND PROACTIVE STATEMENT

Town and Country Planning (Development Management Procedure) (England)
Order 2015 - Positive and Proactive Statement:

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework.

Officer: Jade Elles
Dated : 31/03/2023

Town and Country Planning Act 1990
Weekly List Of Decisions
Week Ending 06.04.2023



FUL/MAL/23/00124 Tollesbury

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.
M P Body Works Rear Repair Centre Brunel Garage Woodrolfe Road
(UPRN - 010013997894)
Mr Paul Haddow

APPROVE subject to the following conditions:-

1 CONDITION

The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON

To comply with Section 91(1) The Town & Country Planning Act 1990 (as amended).

2 CONDITION

The development hereby permitted shall be carried out in accordance with the following approved plans: 1896/22/01 Rev D, 1896/22/02 Rev G and 1896/22/03 Rev A.

REASON

To ensure that the development is carried out in accordance with the details as approved.

3 CONDITION

The materials to be used in the construction of the external surfaces of the building hereby permitted shall be as detailed on plan reference 1896/22/02 Rev G.

REASON

In the interest of the character and appearance of the area in accordance with policy D1 of the approved Local Development Plan and guidance contained within the National Planning Policy Framework.

4 CONDITION

Unit 1 of the building hereby approved shall be used only for uses falling within Use Class E (light industrial); and Unit 2 of the building hereby approved shall be used only for uses falling within Use Classes B2, B8, E (light industrial) and/or motor engineers workshop as set out in the Schedule to the Town and Country Planning (Use Classes) Order 1987, or in any provision equivalent to that Class in any statutory instrument revoking and re-enacting that Order with or without modification.

REASON

To protect the established uses of the site and wider designated employment area, in accordance with policy E1 of the approved Local Development Plan and guidance contained within the National Planning Policy Framework.

5 CONDITION

Prior to the first use of the building hereby approved, the car parking layout shown on the submitted plans shall be hard surfaced and marked out and retained for such purposes in perpetuity.

REASON

To ensure adequate off-street parking provision is retained at the site in accordance with policies D1 and T2 of the approved Local Development Plan and guidance contained within the National Planning Policy Framework.

6 CONDITION

Areas within the curtilage of the site for the purpose of loading / unloading / reception and storage of building materials and manoeuvring of all vehicles, including construction traffic shall be provided clear of the highway.

REASON

To ensure that appropriate loading / unloading facilities are available to ensure that the highway is not obstructed during the construction period in the interest of highway safety in accordance with policies D1 and T2 of the approved Local Development Plan and guidance contained within the National Planning Policy Framework.

7 CONDITION

No unbound material shall be used in the surface treatment of the vehicular access within 6 metres of the highway boundary.

REASON

To avoid displacement of loose material onto the highway in the interest of highway safety in accordance with policy DM1

8 CONDITION

The development shall be undertaken in accordance with the recommendations set out in Skilled Ecology's Ecology Report dated 16th March 2023 forming part of this permission.

REASON

In the interests of ensuring net gains to biodiversity and in accordance with policy N2 of the approved Local Development Plan and guidance contained within the National Planning Policy Framework.

9 CONDITION

No development works above ground level shall occur until details of the surface water drainage scheme to serve the development have been submitted to and agreed in writing by the local planning authority. The agreed scheme shall be implemented prior to the first occupation of the development.

REASON

To prevent the increased risk of flooding and minimise the risk of pollution of surface water in accordance with the policies D5 and N2 of the approved Local Development Plan and guidance contained within the National Planning Policy Framework.

10 CONDITION

No development shall commence until details of the foul drainage scheme to serve the development have been submitted to and agreed in writing by the local planning authority. The agreed scheme shall be implemented prior to the first occupation of the development.

REASON

To minimise the risk of pollution in accordance with the policies D5 and N2 of the approved Local Development Plan and guidance contained within the National Planning Policy Framework.

11 CONDITION

The development shall be undertaken in accordance with the flood risk management and mitigation measures (including the Emergency Flood Event

Action Plan) set out in Evans Rivers and Coastal's Flood Risk Assessment Report (referenced: 3136/RE/02-23/01) forming part of this permission.

REASON

To ensure the effective management of known flood risks on the site and in accordance with the policy D5 of the approved Local Development Plan and guidance contained within the National Planning Policy Framework.

POSITIVE AND PROACTIVE STATEMENT

Town and Country Planning (Development Management Procedure) (England) Order 2015 - Positive and Proactive Statement:

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework

Officer: Tim Marsh
Dated : 04/04/2023

Town and Country Planning Act 1990
Weekly List Of Decisions
Week Ending 17th March 2023



NMA/MAL/23/00099 Tollesbury East

Application for non-material amendment following grant of Planning Permission 22/01030/HOUSE (Proposed double garage with store, pitched roof and basement.) Amendment sought: Removal of basement and adding a light weight spiral staircase to rear to give access to roof.

Monk House 115 Mell Road Tollesbury Essex

(UPRN - 100090562136)

Mr And Mrs Bartlett

APPROVE

Officer: Jade Elles

Dated : 15/03/2023

Town and Country Planning Act 1990
Weekly List Of Decisions
Week Ending 31 March 2023



TCA/MAL/23/00116 Tollesbury East

T1 London Plane - Remove the two lowest overhanging limbs.
Tollesbury County Primary School East Street Tollesbury Maldon
(UPRN - 200000916738)
Mrs Garnett - Tollesbury County Primary School

ALLOWED TO PROCEED

Officer: Nicola Ward
Dated : 24/03/2023

4 April 2023

MALDON DISTRICT COUNCIL

Princes Road
Maldon
Essex CM9 5DL

www.maldon.gov.uk



Clerk to Tollesbury Parish Council
PO Box 13205
Maldon
Essex
CM9 9FU

Enquiries to: Lisa Greenwood
Email: dc.planning@maldon.gov.uk

Dear Sir/Madam

Application No: 22/01243/VARM 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 Essex

Further to our recent correspondence on the above application I can inform you that the applicant has decided to withdraw the application. The application will therefore no longer be considered by the Council and the application file has been closed.

Should the applicant decide to submit a further application it would be publicised in the normal way and consultations will be undertaken on the new application.

Yours faithfully



Michael Johnson
Lead Specialist Development Management



17 March 2023

MALDON DISTRICT COUNCIL

Princes Road
Maldon
Essex CM9 5DL

www.maldon.gov.uk



Clerk to Tollesbury Parish Council
PO Box 13205
Maldon
Essex
CM9 9FU

Enquiries to: Jonathan Doe
Email: dc.planning@maldon.gov.uk

Dear Sir/Madam

Application No: 23/00026/FUL PP-11832991
Proposal: Change of use from class E(c)(ii) to Sui Generis with minor internal alterations, 10 off-street parking spaces for customers and 2 staff parking spaces.
Location: Phelan Barker 19 West Street Tollesbury Essex

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Yours faithfully



Michael Johnson
Lead Specialist Development Management

From: [REDACTED]
To: tollesburypc@btinternet.com
CC: [REDACTED]
Date: Apr 12, 2023 4:09:33 PM
Subject: Woodup23 - Request for approval of Parish Council Funding
Attachments: FW: EER - SJA/931045 - 24/06/2023 from 00:00 until 18:00 .eml

Michelle

Further to our conversation and as discussed at initial set up meetings for the event, the Woodup23 Team would like to request that Tollesbury Parish Council could provide funds to support the event as follows:

1. Please review the three estimates for provision of porta-loos for the day and approve the allocation of funds required to secure these.
2. With regards to the support from St Johns Ambulance an application was made at the end of March and we await the estimate (from previous years likely to be circa £200)
3. With regards to the provision of the Skip we have contacted Viking Skips and await their response

It is felt that the porta-loos are essential as are the support from St Johns both being Health and safety requirements, however if the skip provision comes with a cost, we could look at alternative ways of collecting and removing the event rubbish.

I appreciate funding is always a premium and the Woodup23 Team will endeavour to recoup any costs that are committed in the act of fund raising on the day

As soon as we hear back from St Johns and Viking Skips, I will contact you again

Thanks for your continued support for the event

Kind regards

Nik Bradbrook
[REDACTED]

From: [REDACTED]
To: Michelle Curtis <tollesburypc@btinternet.com>
Date: Apr 1, 2023 8:19:59 AM
Subject: Fwd: Woodup Poole Event - Porta Loos
Attachments: image001.gif, Single Chemical Portaloo.pdf

Kind regards

Nik Bradbrook
[REDACTED]

Sent from my iPhone

Begin forwarded message:

From: info@mobilethrones.co.uk
Date: 29 March 2023 at 21:22:38 BST
To: [REDACTED]
Cc: [REDACTED]
tollesburypc@btinternet.com
Subject: RE: Woodup Poole Event - Porta Loos

Hi Nik,

Thanks for your email. I do still have some portalooos available for your date. Hire fee would be £300+VAT for x4 portalooos with toilet rolls and hand sanitizers including all delivery/collection costs.

If you would like to reserve the units please let me know. I will need the following details;

- Individual or company name to whom we raise the invoice
- Contact names and phone number for anyone that will be involved with the delivery process
- Details of event timings

I look forward to hearing from you.

Kind Regards

Heidi Golding – Director

Mobile Thrones
Salesfrith Farm
Bicknacre Road
East Hanningfield
Essex
CM3 8AP

t 01245 324901

m 07971 846227

www.mobilethrones.co.uk

Find us on Twitter & Facebook

From: [REDACTED]
Sent: Tuesday, March 28, 2023 11:31 AM
To: info@mobilethrones.co.uk
Cc: [REDACTED]
tollesburypc@btinternet.com
Subject: Woodup Poole Event - Porta Loos

Hi Heidi

Further to our conversation, could you please provide a quote for 4 Portaloos for our event on 24th June 2023

Closest post code CM9 8TB Tollesbury

Attendees between 100 – 200 but there are facilities near by

Kind regards

Nik Bradbrook
[REDACTED]

From: Sales @ euroloo <sales@euroloo.com>
Sent: 28 February 2023 09:45
To: [REDACTED]
Subject: Hi Nik, here's your euroloo quote

Customers rate us "EXCELLENT" on Trustpilot 

Hi Nik,

Thank you for your enquiry.

As your local toilet hire company, we are pleased to quote as follows for delivery on 23/06/2023 to CM9 8TB.

Booking is easy, just **reply to this quote** or **call me on 0800 6122515** and ask for **Abi**

DESCRIPTION	QTY	UNIT PRICE	PRICE
Single Portable Toilet (Event)	4	£ 90.00	£ 360.00
Delivery - Single Portable Toilet (Event)	4	£ 20.00	£ 80.00
Collection - Single Portable Toilet (Event)	4	£ 20.00	£ 80.00
Total Exc. VAT		£520.00	
VAT		£104.00	
Total Inc. VAT		£624.00	

*** We're advising our customers to book ASAP due to huge demand at this present time ***

The above includes delivery, set-up and collection, coming ready to use, complete with hand wash facility and complimentary toilet rolls, delivered by our friendly uniformed service driver.

All toilets must be delivered and kept within 15ft of where our vehicles can park and must be accessible for collection.

Please note that toilets for weekend use will be delivered Thursday or Friday and will be collected from Monday, unless you have booked a timed delivery or collection.

Due to the popularity of our event toilets, we often have limited availability so we would advise customers to book as soon as possible.

Look forward to speaking to you 😊

Thanks,

Abi

Fri 17 Mar at 10:45

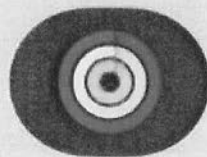
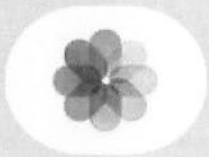
I've got a guy that can do it all
delivery and Collection for £330

Cash or vat if you need invoice

Cheers I'll pass it on and come back
to you asap



Text Message



From: [REDACTED]
To: Tollesbury Parish Council <tollesburypc@btinternet.com>
Date: Apr 7, 2023 6:19:44 PM
Subject: Station Road Allotments

Dear Michelle,

With reference to the recent letter sent to all Allotment Holders reminding us of the rules re paths and boundaries, I would like to make the following points to the P.C:

- 1) Whilst we were notified of work to be undertaken at the allotments in advance we were not informed of what this was, ie clearing a path, removing banks and cutting back hedges on the east side of the allotments, thus some allotment holders had compost, storage and wildflower areas bulldozed away without any consultation.
- 2) Good topsoil and compost is a valuable commodity and has taken years to make naturally, but this has all been removed by the contractor.
- 3) Does the threat to remove 'compost bins, plants and allotment equipment' include the well established sheds and greenhouses on the east and north boundaries? This would seem to be impossible as some of these sheds have been there for over 50 years and some have been erected in the last two years with no complaint from the P.C.
- 4) The allotments are a significant space to support biodiversity as well as natural food production. Hedges are a vital part of this ecosystem and removing banks and cutting back the blossom and fruiting lower parts of hedges destroys this.
- 5) Where my co-allotmenters have planted near boundaries, they are not obstructing existing paths but providing attractive and productive fruiting hedging that supports birds and insects rather than invasive blackthorn or sterile mono-culture laurel from the adjacent land on the south side.
- 6) Wouldn't money be better spent properly pruning hedges; (along the tops, allowing blossom and fruit to re-grow lower down), and providing a much needed water supply to the gate at the north-east corner?

I am not sure if the P.C. is aware that this issue has caused a good deal of stress and anxiety to allotment holders who want to preserve the allotments as a peaceful, healthy and relaxing space and to act as guardians of biodiversity, natural food production and wildlife...in line with the aims of the village itself in its TCP initiatives.

Would it not be better for the P.C. representatives to consult with individual allotment holders to seek an amicable resolution of any perceived problems and look for a new vision more centred on biodiversity and sustainability?

Rules written many years ago and applied in a perfunctory way, may no longer be relevant as we face such serious issues of climate change, loss of biodiversity and the health and wellbeing of our population...

Kind Regards,

[REDACTED]

cc Tollesbury Climate Partnership

From: [REDACTED]
To: Tollesbury pc <tollesburypc@btinternet.com>
Date: Apr 7, 2023 6:01:12 PM
Subject: Tollesbury allotments letter

7th April 2023

Dear Michelle,

With reference to your letter to allotment holders, dated 27th March, I would like to make a few observations.

Whilst all allotment holders are aware of the regulations, the recent Parish Council inspection took place without any warning (as far as I know). I took the opportunity of looking around the site after receiving the letter, and as far as I could see most people are conforming to the rules. It would surely have been preferable to approach the few people with whom you have issues on a personal basis, in order to sort out this perceived problem?

There are some well-established sheds on the track and northern boundaries, which presumably you are not demanding are removed; however, I know that a compost bin, which was not blocking the pathways, has been cleared away without consultation, thus depriving people of their home-produced soil enhancer and forcing them to purchase compost. Many people like to produce their own compost, which is good use of cleared weeds etc and a valuable, eco-friendly (and often organic) commodity. I could not see that any remaining bins are impeding anyone's access to their plots. A beautiful area of wild flowers has also been cleared, thus depriving many insects, small mammals and slow worms (a protected species) of their habitat.

Allotments are areas of great activity and homes for animals, birds and insects and this has to be good for the planet and for our own corner of it. In the past, hedges have been badly cut by PC contractors, ie trimmed too hard on the sides instead of cutting at the top, which would encourage the hedges to thicken up at lower levels and thus give cover for small animals. It might be better to manage these areas well instead of digging out part of the hedge and the path on the eastern side and destroying compost heaps (also a habitat for slow worms, grass snakes and many insects).

People do not all garden in the same way: some like to have areas where wildlife is encouraged, which in turn encourages biodiversity, whereas others prefer a more weed-free approach and actively discourage wildlife. No one style is correct, particularly given the diversity of people, backgrounds and abilities amongst allotment holders. Having an allotment gives individuals the scope to demonstrate their individual approach to gardening and food production, as well as somewhere to relax and unwind, which is invaluable for their mental health. This is to be applauded and encouraged, and while a set of rules is necessary to prevent misuse of the area there will inevitably be a lot of different approaches within those rules. Your letter has created a lot of bad feeling and, in some cases, serious upset to some people who are simply gardening according to their own standards of aesthetics and food production.

Yours sincerely,

[REDACTED]

From: [REDACTED]
To: Tollesbury pc <tollesburypc@btinternet.com>
Date: Apr 12, 2023 11:40:41 AM
Subject: **Proposed additional pitch maintenance for TJFC**

Good Morning Michelle

Can I please ask the parish council to consider the additional pitch maintenance work outlined in the Football Assessment Report I sent you yesterday.

As Tollesbury Juniors Football Club (TJFC) has grown in size over the last two seasons, from two teams to seven, this has caused additional wear on the pitches and training areas. The report states that all the children's pitches are in poor condition and recommends additional work to be carried out above what is done already. The work includes over seeding, deep spiking, fertiliser, weed treatment and surface grooming. This work is estimated to cost £11050. It is hoped that approx £8,000 of this will be funded by the FA and the rest covered by TJFC. There is no cost to the council for this addition work.

If this proposal is authorised could the council please supply a short letter confirming ownership of the recreation ground and that they are happy for the maintenance work to take place.

Respectfully submitted for your consideration.

Regards
Fred Compton
TJFC chairman

Sent from my iPhone



PITCHPOWER

**Powered by
Football Foundation**

FOOTBALL ASSESSMENT REPORT

THE VICTORY RECREATION GROUND

Essex FA

Active Places Site ID

6021340

Report ID

4119



This report has been compiled for TOLLESBURY F.C. and Essex FA to provide information on the standard of the football pitches and outlines recommendations on how to improve the quality and maintenance of these pitches.

Inspection Window

1 JUL 2021 / 31 OCT 2021

Report Completion Date

4 FEB 2023

This report looks solely at the Football pitches for TOLLESBURY F.C. to see how support can be offered in improving the standard of Football pitches and level of maintenance across the area. Please note these recommendations are based on the information obtained and/or provided and are for guidance purposes only. Any works undertaken are the responsibility of the club/organisation.

Site report:

THE VICTORY RECREATION GROUND



THE VICTORY RECREATION GROUND

Site ID: 6021340



Map Key	Pitch Name	PQS Score
1	1	● Poor - 55%
2	2	● Poor - 48%
3	3	● Poor - 41%
4	4	● Poor - 39%

Date inspection submitted
28/01/23

Inspection submitted by
freddiecompton@icloud.com

Next available inspection window
1 Nov 2021 / 31 Mar 2022

Reviewed by
jmorris@thegma.org.uk



Report completed 04/02/2023

Please disregard the inspection windows in this report they are based on when the organisation originally started their inspection journey and are an automated system error.

The recommendations made in this report are based on the condition of the pitches at the time of the inspection. The pitches had very significant areas of bare ground throughout and also significant populations of both broadleaved weeds and most notably moss that was outcompeting the grass. Moss and weeds provide no benefit to playability whatsoever as they have no resilience to play and with some weeds being annuals they will die back to leave further widespread areas of bare ground in the winter. Grass height was variable but generally much shorter than we would like for the time of year although this might be down to wear rather than short mowing heights. Appropriate mowing heights as recommended are an important part of maintaining the health of the grass so it is better able to cope with stresses such as wear, potential disease and extremes of weather. Unless the standard of football demands it low heights of cut should be avoided. Pitch markings were visible and to standard. The depth of debris free topsoil was reasonable and actually looked of a suitable texture well suited to winter sports pitches, root depth was ok but root density could certainly be improved. As the ground cover is measured as a total of 100 squares in each test location, where weed coverage or bare ground makes up 30% or more this means that the grass cover cannot meet the 71% required to constitute a GMA "GOOD" standard pitch at this time of year. Unfortunately due to the reasons outlined above all pitches were well below this threshold and graded at the GMA "POOR" standard. Given the condition of the pitches the organisation should make an appropriate assessment on the works that need to be carried out during the short and medium term. Temperatures are too cold at the moment to expect successful establishment from any potential over-seeding. Deep spiking of the pitches if this hasn't taken place yet this winter would help to improve the soil structure and encourage better root development and gaseous exchange in the soil improving turf health as well as improving surface drainage capacity. For deep spiking to be effective it must take place when the soils are moist but not wet, if too wet it will be ineffective and may actually make drainage issues worse. Annual pitch renovation works are traditionally timed at the end of the football playing season however this is an increasingly high risk approach with no or limited means of watering pitches and is becoming less and less successful with the weather extremes particularly in areas of the country where rainfall is well below average. In future years given the droughts being experienced any seeding works deemed necessary will likely be more successful if divided between early spring and early autumn. This may mean that seeding works are taking place whilst the pitches are in use which may lead to some grass loss



through wear however 70% germination and establishment is still preferable to the 0% we may see if seeding is left till season end and we continue to see the droughts experienced in recent years.

(Please avoid any surface grooming, brushing, raking, slitting, during seed establishment). Renovation works may consist of light scarification (this will be important to thin out the dense weed and moss coverage), disc seeding (this would need to be comprehensive in multiple directions to recover grass cover adequately), deep spiking and fertiliser application aswell as light sand dressing if budgets allow (this would help with surface levels). Selective weed control should be applied annually but this should not be applied during drought conditions and should typically not take place within 6-8 weeks prior to or after seeding, realistically this is unlikely to be appropriately timed before late spring now but will be essential next growing season as the site has a high weed population. Please visit the technical resources group of the Football Foundation Groundskeeping Community where you will find learning resources on dealing with rabbit damage. You can find the link to the community at the end of this report.

Senior Regional Pitch Advisor contact jmorris@thegma.org.uk
07519103040

FYI: The maintenance budget figure in this report does not relate to any potential funding application. It is an approximate budget to carry out all the listed tasks each season to the ideal frequency. Any funding award would help to subsidise the cost of delivering the full budget. I would strongly recommend the organisation pursue Grass Pitch Maintenance Funding if possible to help action the recommendations in this report and improve the quality of the grass pitches which are very poor.

Maintenance

Attention required in these areas:

[Mowing >](#)

[Line marking >](#)

[Scarification >](#)

[Decompaction >](#)

[Surface Grooming >](#)

[Application of fertiliser >](#)

[Overseeding \(In Season\) >](#)

[Application of selective herbicide \(weed treatment\) >](#)

Equipment

Attention required in these areas:

[Mowing equipment >](#)

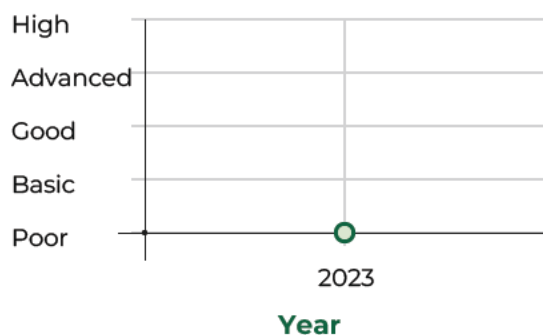
1 Football - Mini Soccer 5v5

CURRENT PQS SCORE: Poor - 55%

AREA				PQS GRADE
Grass height	0	40	30	4
Grass coverage	20%	20%	10%	0
Weed coverage	20%	0%	0%	4
Surface debris	Standard	Standard	Standard	2
Topsoil depth	120mm	120mm	120mm	1
Thatch depth	0mm	0mm	0mm	4
Root depth	89mm	80mm	80mm	1
Drainage Following Rainfall	Free draining			4
Goal posts	Compliant			1
Line markings	Standard			1
Surface evenness	Standard			2

Grass coverage cap: You received a score of Poor therefore your overall PQS has been capped at Poor

Overall pitch PQS tracked over time



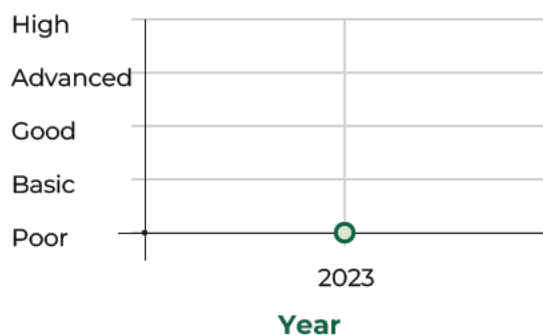
2 Football - Mini Soccer 7v7

CURRENT PQS SCORE: Poor - 48%

AREA				PQS GRADE
Grass height	30	20	N/A	4
Grass coverage	5%	10%	N/A	0
Weed coverage	10%	10%	N/A	2
Surface debris	Standard	Standard	N/A	2
Topsoil depth	120mm	120mm	N/A	1
Thatch depth	5mm	5mm	N/A	3
Root depth	120mm	100mm	N/A	3
Drainage Following Rainfall	Slow drainage			2
Goal posts	Compliant			1
Line markings	Standard			1
Surface evenness	Standard			2

Grass coverage cap: You received a score of Poor therefore your overall PQS has been capped at Poor

Overall pitch PQS tracked over time



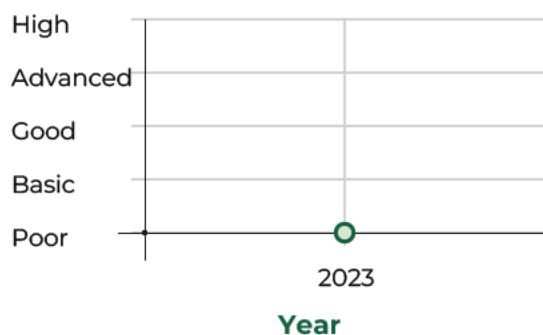
3 Football - Junior Football 9v9

CURRENT PQS SCORE: Poor - 41%

AREA				PQS GRADE
Grass height	0	20	20	0
Grass coverage	5%	15%	10%	0
Weed coverage	0%	20%	10%	2
Surface debris	Standard	Standard	Standard	2
Topsoil depth	100mm	120mm	120mm	1
Thatch depth	0mm	0mm	5mm	4
Root depth	80mm	80mm	100mm	1
Drainage Following Rainfall	Free draining			4
Goal posts	Compliant			1
Line markings	Standard			1
Surface evenness	Standard			2

Grass coverage cap: You received a score of Poor therefore your overall PQS has been capped at Poor

Overall pitch PQS tracked over time



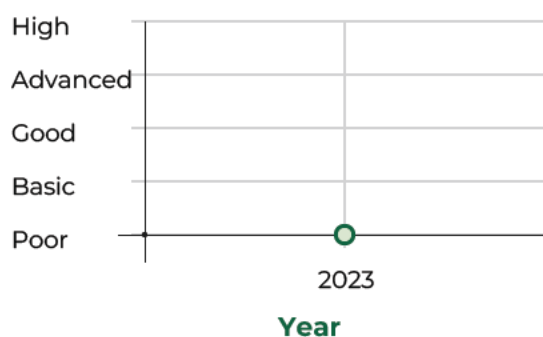
4 Football - Junior Football 11v11

CURRENT PQS SCORE: Poor - 39%

AREA				PQS GRADE
Grass height	20	20	20	0
Grass coverage	80%	62%	61%	0
Weed coverage	10%	5%	10%	2
Surface debris	Standard	Standard	Standard	2
Topsoil depth	120mm	120mm	80mm	1
Thatch depth	5mm	5mm	5mm	3
Root depth	100mm	100mm	80mm	3
Drainage Following Rainfall	Slow drainage			2
Goal posts	Compliant			1
Line markings	Standard			1
Surface evenness	Standard			2

Grass coverage cap: You received a score of Poor therefore your overall PQS has been capped at Poor

Overall pitch PQS tracked over time





MAINTENANCE

These recommendations are in priority order

MOWING

Frequency:

Weekly

Recommended for:

Whole Ground

The pitches should be maintained at a playing height of between 30-35mm during the growing season where possible and increased to between 35-45mm during the autumn and winter months. This will help to give the grass a little more protection during the winter months when it is under stress from wear, potential disease, frost etc. There are exceptions to the above, during drought periods height of cut should also be increased to reduce stress on the plant and cutting avoided all together if growth has ceased.

To minimise build-up of surface debris careful consideration should be given as to the conditions in which mowing takes place. Quality of cut will be maximised if cutting can take place when the grass leaf is dry, however cutting should not take place during the heat of a warm day in the summer as this will cause stress to the turf. Cutting a minimum of once per week is recommended in the growing season and no more than a third of the grass leaf should be mown on any one occasion to reduce build up of surface debris and minimise turf stress.

If a more frequent mowing regime



MOWING CONTINUED

cannot be accommodated during growing season then the weather conditions in which mowing takes place become even more crucial in minimising mess and damage to the turf.

PLEASE NOTE: The indicative budget outlined in the report does not include mowing or line marking costs.

[LEARN MORE ABOUT MOWING >](#)



LINE MARKING

Frequency:

Weekly

Recommended for:

Whole Ground

Lines should be marked on a regular basis to maintain adequately bright lines when the pitches are in use. Strings should be used to straighten lines if time allows.

[LEARN MORE ABOUT LINE MARKING >](#)



SCARIFICATION

Frequency:

1 x per year

Recommended for:

Whole Ground

Est Cost:

£1050

As part of pitch renovations a tractor mounted scarifier with collection could be used in multiple directions to remove as much of the surface organic matter (thatch), weeds, moss and undesirable grasses as viable depending on the break in play and resources available to reinstate the surface.

On sites without or with limited irrigation it is recommended that scarification is not carried out too aggressively as it presents a greater challenge to reinstate the playing surface. Means of collecting the arisings after scarification is essential if these are not collected by a hopper on the machine itself. If actioned thought should also be given as to how the arisings can be disposed of or dispersed on site.

Contractor cost approx: £325 per 11v11 pitch (all costs are per directional pass)

[LEARN MORE ABOUT SCARIFICATION >](#)



DECOMPACTION

Frequency:

2 x per year

Recommended for:

Whole Ground

Est Cost:

£2900

(Please see the ground overview section at the start of the report for further guidance from the Regional Pitch Advisor)

Introduction of a deep spiking programme on the pitches would be extremely beneficial to improve turf health and surface drainage capacity.

Deep spiking is a type of soil decompaction operation sometimes referred to as aeration and these practices are essential to allow air, water and nutrients to pass into and through the soil profile improving surface drainage and providing conditions in which root depth/density may improve and the breakdown of organic matter (Thatch) is encouraged. In addition many common weeds thrive in compacted ground so decompaction can help to alleviate this hospitable environment.

Deep spiking operations should be conducted twice annually on this site as a minimum in the autumn and again in the early spring using 18-24mm tines at 100mm spacings to maximum achievable depth but no shallower than 150mm. If funds permit further decompaction in the form of linear aeration could be considered during the autumn/winter month's dependent on ground conditions.

Contractor cost approx: £470 per 11v11 pitch, £336 per 9v9 pitch, £282 per mini soccer pitch

[LEARN MORE ABOUT DECOMPACTION >](#)



SURFACE GROOMING

Frequency:

Fortnightly

Recommended for:

Whole Ground

Ideally surface grooming would form part of routine maintenance on the site but it obviously requires the necessary equipment and resource to deliver.

If use of a compact tractor and combination grooming tool could be organised regular use of this to rake and brush the surfaces during the growing season and then to use the brush and surface splitter during the autumn and winter if soil conditions allow will help to relieve surface compaction and manage organic matter levels which will contribute to any drainage issues experienced. These operations will also alleviate the conditions in which many weeds and diseases thrive.

Any presence of worm casts should be alleviated by weekly brushing of the surface. Worm casts are unsightly and can smear and cover fine turfgrasses. This would also help with thatch build up, dew dispersal and help to break up any surface debris.

[LEARN MORE ABOUT SURFACE GROOMING >](#)



APPLICATION OF FERTILISER

Frequency:

1 x per year

Recommended for:

Whole Ground

Est Cost:

£1850

(Please see the ground overview section at the start of the report for further guidance from the Regional Pitch Advisor)

Fertilisers come in various types, some that provide an instant release of nutrients that promote rapid grass growth but the effects are short lived (not ideal in a scenario where mowing regimes are limited) or those that nurture a slower or controlled breakdown of the applied nutrients where the growth pattern is more consistent and over a longer period (preferable). Quick release fertilisers are commonly known as straight or conventional release and as the names suggest there are also slow or controlled release fertilisers as described.

Controlled release granular fertiliser is recommended to provide a continuous nutrient level over a greater period than compared with a conventional fertiliser. Some controlled release fertilisers offer 5-6months longevity and these would be ideal for bi-annual application from the start of the growing season. Typically, whatever the preferred supplier a suitable fertiliser can be selected for spring/summer (Higher nitrogen content some phosphorus and medium potassium content) or autumn/winter (Low nitrogen content, no phosphorus and high potassium content. Approx. 12 x 20kg bags per full size pitch.

In conjunction with an effective aeration programme fertilisation will greatly improve turf health increasing root depth



APPLICATION OF FERTILISER CONTINUED

and improving root density, encouraging recovery from wear and improving visual turf colour. Application of a controlled/slow release fertiliser should be considered, ideally following a soil analysis that can be carried out by a reputable fertiliser supplier. Application should be made once per year as a minimum but ideally twice, once in spring and again in autumn.

It should be noted that this is an essential part of improving the quality of the pitches, however this will lead to an increase in grass growth and a mowing regime of cutting once per week as a minimum could be necessary in the peak growing season if fertiliser is applied in the spring/summer. Use of organic slow release fertiliser could be considered if a reduced growth rate is desirable.

Contractor cost approx: £650 per 11v11 pitch, £520 per 9v9 pitch, £390 per mini soccer pitch (including materials)

[LEARN MORE ABOUT APPLICATION OF FERTILISER >](#)



OVERSEEDING (IN SEASON)

Frequency:

1 x per year

Recommended for:

Whole Ground

Est Cost:

£4200

(Please see the general overview section towards the start of the report for further guidance from the Regional Pitch Advisor)

Wide spread over-seeding of worn areas will not be possible now as its too cold. Ongoing goal mouths repairs, pen spots etc should continue as normal to avoid dishing which can be problematic to repair. Therefore the recommendation would be for a comprehensive over-seed towards the end of the playing season but early enough in spring that the grass has adequate time to establish before the typical drought months begin from May onwards. This should be done using a Perennial Ryegrass mix of at least three cultivars. This should be applied using a disc seeder in at least 2-3 directions which discs the seed directly into the soil at a rate of 30-50gms per m2 the amount will depend on how worn/bare the area is. It may be worth considering over-seeding in autumn as well as spring in future years to mitigate any drought summers.

If particular areas of the pitches are worn season end such as through the middle box to box the amount of grass seed can be concentrated appropriately to target these areas if budgets are limited. Timing of application is key, as seed will struggle to germinate in dry hot weather without irrigation or cold temperatures when there is not adequate warmth for the seed to establish.

As mentioned above over-seeding using a disc seeder



OVERSEEDING (IN SEASON) CONTINUED

whilst the pitches are in play is an option if weather conditions are more favourable but high wear areas such as goal mouths, penalty spots and centre circles should have been repaired and reseeded as early in the close season as possible and combined with a suitable sports sand raked to a tilth covered with germination sheeting and kept watered. Work with a sports seed supplier to identify the best seed mix for your requirements.

Contractor cost approx: £1375 per 11v11 pitch, £1100 per 9v9 pitch, £825 per mini soccer pitch (including materials)

[LEARN MORE ABOUT OVERSEEDING \(IN SEASON\) >](#)



APPLICATION OF SELECTIVE HERBICIDE (WEED TREATMENT)

Frequency:

1 x per year

Recommended for:

Whole Ground

Est Cost:

£1050

(Please see the general overview section towards the start of the report for further guidance from the Regional Pitch Advisor)
Broad spectrum selective herbicide should be applied once per year by a fully qualified professional with the appropriate equipment and paperwork. It should typically not be applied within 6-8 weeks prior to or after seeding (refer to product label)

Typically mowing should not take place for 3 days before and 3 days after application. (Do not apply in drought conditions it may damage the turf and will not treat weeds effectively) Selective herbicides should be sprayed in the dry with little to no wind. Most selective herbicides are rain fast within 24 hours of application. If rain falls prior to this it could affect the success of weed control. Work with the contractor to ensure the selective herbicide chosen covers the weeds on site and is suitable for use in a public setting. Most good quality systemic selective herbicides should control common weeds such as Daisy, Dandelion, Greater Plantain, Clover etc.

Contractor cost approx: £325 per 11v11 pitch, £260 per 9v9 pitch, £195 per mini soccer pitch (including materials)

[LEARN MORE ABOUT APPLICATION OF
SELECTIVE HERBICIDE \(WEED TREATMENT\) >](#)

ESTIMATED BUDGET TO CARRY OUT RECOMMENDATIONS

£11050

Please note, the costs provided above are indicative and may vary dependent on quantities and frequency. This estimated budget should be used to help plan and prioritise work, but is not linked to the amount of grant funding you may receive. Following the recommended works should help you achieve the **GOOD** pitch standard, or if already at that level, sustain it.



EQUIPMENT

To carry out the maintenance specified above, we recommend the following equipment to carry out the activities.

MOWING EQUIPMENT

If the organisation were able or it was desirable to supplement the contractor maintenance or bring maintenance in house altogether funding is available to support the purchase of pitch maintenance equipment.

The Football Foundation small grants scheme will award a maximum grant of £25'000 that does not exceed 75% of the total project costs. Secure storage containers are also eligible for the same funding support. Normally one application per annum to small grants for machinery is acceptable. Where a grant of over £25'000 is required the applicant should contact their County FA or Football Foundation delivery manager to discuss the project in more detail.

[LEARN MORE ABOUT MOWING EQUIPMENT >](#)



TRAINING

As well as undertaking the maintenance activities as described above, we would also recommend attending the following training courses to further develop your skills and understanding of grass pitch maintenance.

[Click here for information on training courses.](#)

[VISIT TRAINING COURSES >](#)

Recommended Training

John

Online Modules Level 1 -
Football

[Read More >](#)



WANT TO APPLY FOR FUNDING?

FOOTBALL FOUNDATION FUNDING APPLICATION PORTAL

You could be eligible for a grant to help you carry out the recommendations in this report. Click 'Apply here' and you could be on your way to securing a grant and being a part of our mission to transform this country's grassroots game.

Report ID: **4119**

To apply for funding visit

[APPLY.FOOTBALLFOUNDATION.ORG.UK](https://apply.footballfoundation.org.uk)

Training Courses



Further information on any training courses you're recommended to complete can be found on the Grounds Management Association website.

[Visit the GMA >](#)

The Groundskeeping Community



Join the Football Foundation Groundskeeping Community to connect with groundskeepers across different levels of the game. You'll be able to ask questions and share best practice.

[Visit the Groundskeeping Community >](#)

Find out more about the Football Foundation's plan to transform the country's grass pitches

Visit our website, which has lots of information about other resources and funding opportunities we're offering organisations involved in the grassroots game.

[FOOTBALLFOUNDATION.ORG.UK >](https://footballfoundation.org.uk)



MALDON DISTRICT COUNCIL

Service Level Agreement April 2023

1. Introduction

This Service Level Agreement is between Maldon District Council and Tollesbury Parish Council

Period of Agreement

This agreement will commence from 1st April 2023 and continue until 31st March 2024, unless otherwise specified.

2. Financial Arrangements

2.1 The Council will be charged £40.53 per hour for 3 hours per month plus an additional 1.5 hours per week at Woodup Pool during the school summer holiday.

2.2 Payment will be made on production of an invoice from Maldon District Council, on a quarterly basis.

3. Services to be provided

3.1 To provide Community Patrols in areas specified by the council, including patrolling and enforcement of on-street parking restrictions in partnership with South Essex Parking Partnership.

4. Monitoring and Evaluation

4.1 The Community Engagement Co-ordinators will maintain communication with the council in a variety of ways; phone, email, video calls, in person, the frequency may vary depending on the season and needs of the council.

4.2 The Agreement will be monitored, and reports will be sent to the council on a monthly - basis.

4.3 The Community Engagement Co-ordinators will meet with the council to discuss any improvements to the Service Level Agreement as and when required.

5.1 Contractual Arrangements

5.1 Any alterations or changes to this agreement, which can be requested by either party, will need to be proposed in writing and a minimum of 1 months- notice given.

5.2 In the event of either party breaching this agreement, both parties will meet to discuss the breach and reach an agreement on the action to be taken.



Service Level Agreement April 2023

6. Complaints

6.1 Complaints regarding the service will be dealt with by the Community Engagement Co-ordinator/s.

6.2 Maldon District Council have a complaints procedure in place, and this is accessible to all service users and can be accessed via our website www.maldon.gov.uk

7. Insurance

Maldon District Council has a maximum of £5 million Public Liability Insurance.

8. Statement of Good Practice

Maldon District Council shall ensure that:

- Any advice and/or information given is not biased in any way
- All services provided are delivered in a manner which reflects an awareness of differing racial, cultural, political, or religious wishes and/or beliefs.

Maldon District Council will ensure that it works on behalf of the entire community and actively challenges disadvantage and promotes equality of opportunity within the local community.

9. Authorisation

Authorised Signatory: for Maldon District Council

Name:

Date:

Authorised Signatory:Parish / Town Council

Name:

Date: