Minutes of the Monthly Meeting of Tollesbury Parish Council held in The Pavilion on Tuesday, 4<sup>th</sup> April 2023, commencing at 7.30 pm.

| Present:      | Cllrs Bell, Clare, Goldie, Hawes, Page, Rogers, St Joseph |
|---------------|---|
| In the Chair: | Clir Plater   |
| Clerk:        | Michelle Curtis   |
| Also Present: | District Councillor Stephens<br>4 Members of the public   |

#### 1. Apologies for Absence

There were apologies for absence from Cllr Fernyhough.

#### 2. Declarations of Interest

Cllr St Joseph declared interests as follows:

 Personal and prejudicial interest in relation to agenda item 7, planning application PACUAR/MAL/23/00265, as he has a farming relationship with the applicant.

#### 3. Public Forum

A resident stated that she was aware of 3 developers who had approached the Parish Council and asked whether the Parish Council would be holding a public meeting.

The Chairman confirmed that 3 developers had contacted the Parish Council requesting a meeting. The Clerk had responded to the developers to confirm that the Parish Council would be happy to meet after the elections. At this stage, there has yet to be any discussion by the Parish Council on the developers. The Parish Council is aware that the village has views and, at some stage, will need to hold a public meeting, but this still needs to be agreed upon.

Cllr Clare stated that it is essential that residents complete and return the Housing Needs Survey, which has been distributed to each household.

A resident reported that as a member of Housing Action by Resident of Tollesbury (HART), he had been contacted by GNL, who are acting on behalf of Obsidian, and they had requested a meeting.

A resident reported that she had emailed the Parish Council about the proposed works by Essex County Council (ECC) to replace the bridge at Bridge Farm. The resident was very concerned and advised that a site meeting had been arranged for Wednesday, 5<sup>th</sup> April 2023, at 10.30 am with representatives from ECC, Tim Howson – Conservation Officer at Maldon District Council (MDC), County Councillor Durham and District Council Thompson.

The Chairman and Cllr Clare agreed to attend the site meeting. Cllr Stephens stated that she would also attend.

A resident spoke regarding the planning application reference PACUAR/MAL/23/00265. The resident stated they could not see any changes from the original plans submitted and was concerned regarding the traffic as Old Hall Lane is a very busy, narrow lane with limited parking.

Cllr Stephens advised that she found the information on the Burial Ground Fees challenging to understand and suggested the wording was reviewed. Cllr Stephens also asked whether consideration could be given to an additional area for planting rose trees. **Action:** to be considered by the Environment and Amenity Committee.

## 4. County Councillors and District Councillors

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

#### 5. Minutes of the Meetings held on the 21<sup>st</sup> March 2023

**Resolved**: the Minutes of the Parish Council Meeting held on 21<sup>st</sup> March 2023 be approved as a true and accurate record of the meeting. Proposed Cllr Hawes, seconded Cllr Page. Unanimously agreed by those who attended.

The Chairman signed the Minutes.

#### 6. Finance

#### 6.1 Monthly Finance Report

The Financial Reports, as of the 31<sup>st</sup> March 2023, were presented to the Council (Appendix B).

Councillors received the following monthly financial reports: **Bank Reconciliation** – The closing balance of £79,592.07 **Expenditure to date** – Budget £101,511 - Actual to date £107,771 **Income to date** – Budget £101,511 (including Precept £92,599) Actual to date £110,485 **Expended Funde** – Closing balance £25,075,46 – Net movement £2,785,51

Earmarked Funds – Closing balance £25,075.46 – Net movement £2,785.51

**Resolved:** Unanimously agreed to approve the accounts. The Chairman signed the Reports.

The Clerk advised that as it was year-end, she would prepare the final accounts for approval by the Full Council.

## 6.2 Payments

The items for payment totalling £12,722.17 were presented for approval (Appendix C).

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

#### 6.3 Npower

The notification from Npower of price changes effective from 1<sup>st</sup> April 2023 was received and noted.

The price would change to the following:

|                        | Effective from | Effective from |
|------------------------|----------------|----------------|
|                        | 1 January 2023 | 1 April 2023   |
| All time units (p/kWh) | 66.783         | 46.383         |
| Fixed charges (p/day)  | 102.74         | 136.12         |

# 6.4 Adobe

The notification from Adobe of price changes effective from April 2023 was received and noted.

The price would increase from £12.64 per month to £16.64 per month.

# 7. Planning Planning Applications

In accordance with the declaration disclosed Cllr St Joseph left the meeting.

Application No: PACUAR/MAL/23/00265/ PP-12010041 Proposal: Conversion of agricultural buildings to 2No. dwellings. Location: Units 1 And 2 Old Hall Farm Old Hall Lane Tolleshunt D'Arcy **Resolved:** Unanimously agreed to recommend refusal of this application for the following reason:

- Potential damage to the rural location

Cllr St Joseph returned to the meeting.

#### 8. Recreation Ground

- 8.1 Verbal Report from the Recreation Ground Committee No new information to report.
- 8.2 Monthly Inspection Report

The Monthly Inspection Report dated 26/03/23 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 Chairman reported:
    - The works on the Allotments had been completed.
    - Committee meeting scheduled for 18<sup>th</sup> April 2023.

#### 10. Woodrolfe Hard

**10.1 Verbal Report from the Woodrolfe Hard Committee** No new information to report.

#### 11. Woodup Pool

# 11.1 Verbal Report from the Woodup Pool Committee

- The Clerk reported:
  - She had received a telephone call from a resident that day to advise that there was a large bloom of weed across the middle of the pool which required attention. The Clerk reported that the next scheduled empty/fill was not due until 20<sup>th</sup>/21<sup>st</sup> April 2023.

The Clerk had spoken with Andrew Eastham, FACT, who would be happy to see if his team can drag the weed from the pool.

Action: Clerk to ask FACT to see if they can drag the weed from the pool. If this is unsuccessful, the pool will be emptied and closed until the weed is removed.

# 11.2 1<sup>st</sup> Blackwater Scouts

**Resolved:** Unanimously agreed to grant permission for the 1<sup>st</sup> Blackwater Scouts to use Woodup Pool on the following dates between 5pm-9pm for scouting activities:

Friday 2<sup>nd</sup> June 2023 Friday 9<sup>th</sup> June 2023 Friday 16<sup>th</sup> June 2023 Monday 19<sup>th</sup> June 2023 Friday 23<sup>rd</sup> June 2023 Friday 30<sup>th</sup> June 2023 Monday 17<sup>th</sup> July 2023

Action: Clerk to update the website with the dates of usage.

#### 12. Woodup Pool Access

# 12.1 Memorandum of Understanding (MoU)

**Resolved:** Unanimously agreed to approve the Memorandum of Understanding dated 24<sup>th</sup> March 2023 between Tollesbury Parish Council and Green Marine \*Boatyard) Ltd. The MoU is to be reviewed in one year.

Cllr Clare suggested that the Parish Council may wish to consider a medium/long-term plan to provide toilets at Woodup Pool.

#### 12.2 Quotation for works – Access

**Resolved:** Unanimously agreed to accept the quotation from Bonz Cairey, estimate number 1098, for £300 plus VAT for access works to Woodup Pool.

#### 13. Police/Community Protection Officers (CPOs)

#### 13.1 Police

The Police Reports (confidential) were received and noted.

#### 13.2 CPO Report for February 2023

The report for February 2023 was received and noted.

#### 14. Administration

Abandoned Vehicle – The Clerk reported that the orange Mini, parked in Woodrolfe Farm Lane with a 'police aware' sticker, had been moved.

Neighbourhood Plan – The Clerk thanked the volunteers who helped fill the envelopes with the various documents for the Neighbourhood Plan Survey and those who delivered the surveys.

Annual Assembly – The Clerk advised that a date for the Parish Annual Assembly must be agreed upon.

Action: Clerk to check the availability of The Centre to hold the Parish Annual Assembly.

#### **15. Community Concerns**

Cllr Bell reported:

 He had received a complaint from a resident regarding vehicles speeding on Woodrolfe Road (near to Woodrolfe Green towards the industrial area).
Action: To be raised with the CPOs.  Due to the number of Councillors available for the Woodup Pool Committee meeting scheduled for 11<sup>th</sup> April 2023, it may be necessary to reschedule the meeting.

Action: Clerk to seek confirmation from Committee Members of their availability.

Cllr Clare reported:

- A small group of volunteers had a discussion regarding a village event for the King's Coronation. As there are already village events (Woodup Pool Event and community fundraising for a resident) being planned during the year, it has been decided not to proceed with planning an event for the King's Coronation and to let residents organise their own street parties.
- The Clerk had provided him with a report from the meeting held on 22<sup>nd</sup> April 2023 with Anne Altoft-Shorland, Lead Specialist Local Plans at MDC. Cllr Clare stated that the report was useful and suggested that the Clerk circulate the report to those Councillors who did not attend the meeting.
- There has been a reduction in the number of reports regarding youth issues in the village. However, it has been reported that a small group have been taking metal, and residents are encouraged to report any incidents to Essex Police.

# 16. Dates of the Next Meetings

Tuesday 11<sup>th</sup> April 2023 – Woodup Pool Committee – 7.00 pm

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

Tuesday 18<sup>th</sup> April 2023 – Environment & Amenity Committee – Following Full Council Meeting – Pavilion

Tuesday 2<sup>nd</sup> May 2023 - Full Council Meeting – 7.30 pm – Pavilion

Tuesday 16<sup>th</sup> May 2023 – Annual Statutory Meeting – 7.30 pm – Pavilion

The Chairman closed the meeting at 9.00 pm.

Signed.....

Date .....

Appendix A

Report for Tollesbury Parish Council meeting

on 4<sup>th</sup> April 2023 (report written 1Apr23)

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

Cllr.Emma.Stephens@Maldon.gov.uk 01621 869415 / 079 069 44443

# MALDON DISTRICT

Princes Road Maldon Essex CM9 5DL



www.maldon.gov.uk



# 1. PLANNING

- Next planning meetings: District 20Apr23, 14Jun23; North Western 24May23 (5Apr23 cancelled).
- Five year housing land supply: Now being calculated quarterly, and stands provisionally at 5.1 on 30Mar23. Work to close the year is not yet complete, and this *does not replace the annual calculation* at this point, so it could be adjusted upwards or downwards as final information becomes available.

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

- No update received from Essex County Council yet.
- 3. NEWS
  - 4<sup>th</sup> May elections:
    - Voter photo Id application deadline Tuesday 25th April (see details at <a href="https://tinyurl.com/bdh5rx7h">https://tinyurl.com/bdh5rx7h</a>); or paper application forms are in the Lighthouse
    - Postal voting application deadline Tuesday 18th April, and no photo Id needed (see details at <u>https://tinyurl.com/4c3kbp5k</u>)
    - o Please do speak to neighbours and residents about this, and offer help as needed
  - **MDC Annual Residents and Business Survey:** further to my report last month, the results are now available at <a href="https://tinyurl.com/2p8zcskx">https://tinyurl.com/2p8zcskx</a>.
  - **MDC Budget 2023-24** was agreed at Council in February. A new budgets page is being created with content to follow shortly, at <a href="https://tinyurl.com/y3be66ne">https://tinyurl.com/y3be66ne</a>.
  - Air Quality Action Plan Funding: The £129,000 awarded by DEFRA to MDC will be used for the Market Hill Air Quality Action Plan as follows:
    - Traffic & Air Quality Dispersion Modelling for the wider Maldon Town Centre area, to test the downhill (northbound only) and bus gate (southbound) intervention scenarios on Market Hill
    - Development of an air quality communications plan and operation of public engagement events
    - o Development of a dedicated Maldon Air Quality Website
    - Provision of the airTEXT forecasting and alerts system
    - o Declaration of a voluntary (non-charging) Clean Air Zone including relevant signage
  - **Council Tax Explainer Video** MDC has produced a short video to explain what happens to the Council Tax we collect from residents: <u>https://tinyurl.com/35a3yf6n</u>.

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Time: 18:05

#### **Tollesbury Parish Council Current Year**

User: MICHELLE

#### Bank Reconciliation Statement as at 31/03/2023 for Cashbook 1 - Tollesbury Bank Accounts

| Bank Statement Accour   | nt Name (s)                                   | Statement Date                   | Page No   | Balances   |
|---|---|----------------------------------|---|--|
| Current Account 1   |   | 31/03/2023                       |   | 64,486.05  |
| Deposit Account   |   | 31/03/2023                       |   | 497.93   |
| P/Sector Reserve  |   | 31/03/2021                       |   | 0.00   |
| Coop Current Account 2  |   | 31/03/2023                       |   | 3,841.55   |
| Petty Cash  |   | 31/01/2023                       |   | 1.24   |
| Unity Current Account   |   | 31/03/2023                       |   | 10,765.30  |
|   |   |                                  |   | 0.00   |
|   |   |                                  |   | 79,592.07  |
| Unpresented Cheques (   | Minus)  |                                  | Amount  |  |
|   |   |                                  | 0.00  |  |
|   |   |                                  |   | 0.00   |
|   |   |                                  |   | 0.00   |
|   |   |                                  | —   |  |
|   |   |                                  | _   |  |
| Receipts not Banked/Cl  | eared (Plus)                                  |                                  |   | 0.00<br>79,592.07                                  |
| Receipts not Banked/CI  | eared (Plus)                                  |                                  | 0.00  |  |
| Receipts not Banked/Cl  | eared (Plus)                                  |                                  | 0.00  |  |
| Receipts not Banked/Cl  | eared (Plus)                                  |                                  | 0.00  | 79,592.07  |
| Receipts not Banked/Cl  | eared (Plus)                                  | Balance p                        | 0.00<br>—<br>Der Cash Book is :-                            | 79,592.07<br>0.00<br>79,592.07                     |
| Receipts not Banked/Cl  | eared (Plus)                                  | Balance p<br>Difference Excludin | ——<br>per Cash Book is :-                                   | 79,592.07<br>0.00<br>79,592.07<br><b>79,592.07</b> |
| Receipts not Banked/Cl<br>Adjustments to Reconc                 |   | -                                | ——<br>per Cash Book is :-                                   | 79,592.07<br>0.00<br>79,592.07<br><b>79,592.07</b> |
|   |   | -                                | ——<br>per Cash Book is :-                                   | 79,592.07<br>0.00<br>79,592.07<br><b>79,592.07</b> |
| Adjustments to Reconc   | iliation                                      | -                                | ber Cash Book is :-<br>ng Adjustments is :-                 | 79,592.07<br>0.00<br>79,592.07<br><b>79,592.07</b> |
| Adjustments to Reconc<br>19/09/2017 ONLINE<br>19/09/2017 ONLINE | iliation<br>Colin Elmer                       | -                                | Der Cash Book is :-<br>ng Adjustments is :-<br>0.00         | 79,592.07<br>0.00                                  |
| Adjustments to Reconc<br>19/09/2017 ONLINE                      | <b>iliation</b><br>Colin Elmer<br>Colin Elmer | -                                | ber Cash Book is :-<br>ng Adjustments is :-<br>0.00<br>0.00 | 79,592.07<br>0.00<br>79,592.07<br><b>79,592.07</b> |

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Earmarked Reserves

|     | 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        | 88.86         | 3,228.05        |
| 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            |
|     |                            | 22,289.95       | 2,785.51      | 25,075.46       |

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# Detailed Income & Expenditure by Budget Heading 31/03/2023

|      |  | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent      | Transfer<br>to/from EMR |
|------|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| 100  | Wages                                  |                        |                       |                          |                          |                    |              |                         |
|      |  |                        |                       |                          |                          |                    |              |                         |
|      |  |                        |                       |                          |                          |                    |              |                         |
|      |  |                        |                       |                          |                          |                    |              |                         |
|      |  |                        |                       |                          |                          |                    |              |                         |
|      |  |                        |                       | (5.304)                  |                          | (5.304)            |              |                         |
|      | Wages :- Indirect Expenditure          | 47,726                 | 41,935                | (5,791)                  | 0                        | (5,791)            | 113.8%       | 0                       |
|      | Net Expenditure                        | (47,726)               | (41,935)              | 5,791                    |                          |                    |              |                         |
| 110  | Administration                         |                        | <u> </u>              |                          |                          |                    |              |                         |
|      | Administration                         | 00 ( 00                | 00 500                | (4)                      |                          |                    | 400.000      |                         |
|      | Precept                                | 92,600                 | 92,599                | (1)                      |                          |                    | 100.0%       |                         |
|      | Bank Interest Received                 | 1                      | 0                     | (1)                      |                          |                    | 0.0%         |                         |
|      | Donations                              | 1,281                  | 0                     | (1,281)                  |                          |                    | 0.0%         |                         |
|      | Other Income                           | 159                    | 0                     | (159)                    |                          |                    | 0.0%<br>0.0% |                         |
| 1200 | Grants Received                        | 2,950                  | 0                     | (2,950)                  |                          |                    | 0.0%         |                         |
|      | Administration :- Income               | 96,990                 | 92,599                | (4,391)                  |                          |                    | 104.7%       | 0                       |
| 4100 | Audit Fees                             | 700                    | 700                   | 0                        |                          | 0                  | 100.0%       |                         |
| 4110 | Bank Charges                           | 99                     | 100                   | 1                        |                          | 1                  | 99.0%        |                         |
| 4120 | Insurance                              | 3,758                  | 3,200                 | (558)                    |                          | (558)              | 117.4%       |                         |
| 4130 | Miscellaneous                          | 420                    | 700                   | 280                      |                          | 280                | 59.9%        |                         |
| 4140 | Office Allowance                       | 1,500                  | 780                   | (720)                    |                          | (720)              | 192.3%       |                         |
| 4150 | Photocopier                            | 591                    | 950                   | 359                      |                          | 359                | 62.2%        |                         |
| 4160 | Postage                                | 11                     | 40                    | 29                       |                          | 29                 | 27.2%        |                         |
| 4170 | Stationery                             | 68                     | 60                    | (8)                      |                          | (8)                | 112.8%       |                         |
| 4180 | Subscriptions                          | 2,554                  | 2,200                 | (354)                    |                          | (354)              | 116.1%       |                         |
| 4190 | Telephone                              | 552                    | 600                   | 48                       |                          | 48                 | 92.1%        |                         |
| 4200 | Training                               | 36                     | 300                   | 264                      |                          | 264                | 12.0%        |                         |
| 4210 | Website                                | 909                    | 725                   | (184)                    |                          | (184)              | 125.4%       |                         |
|      | Administration :- Indirect Expenditure | 11,198                 | 10,355                | (843)                    | 0                        | (843)              | 108.1%       | 0                       |
|      | Net Income over Expenditure            | 85,792                 | 82,244                | (3,548)                  |                          |                    |              |                         |
| 120  | Amenities                              |                        |                       |                          |                          |                    |              |                         |
|      | Allotments Income                      | 1,122                  | 1,062                 | (60)                     |                          |                    | 105.6%       |                         |
| 1100 | Allothents income                      | 1,122                  | 1,002                 | (00)                     |                          |                    | 105.076      |                         |
|      | 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                           | 330                    | 360                   | 30                       |                          | 30                 | 91.7%        |                         |
| 4270 | Rangers                                | 961                    | 1,400                 | 439                      |                          | 439                | 68.7%        |                         |
| 4280 | Woodrolfe Green                        | 550                    | 600                   | 50                       |                          | 50                 | 91.7%        |                         |

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## Tollesbury Parish Council Current Year

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# Detailed Income & Expenditure by Budget Heading 31/03/2023

|                                   | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent | Transfer<br>to/from EMR |
|-----------------------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|-------------------------|
| 4420 Maintenance                  | 124                    | 200                   | 76                       |                          | 76                 | 61.9%   |                         |
| Amenities :- Indirect Expenditure | 3,890                  | 3,560                 | (330)                    | 0                        | (330)              | 109.3%  | 0                       |
| Net Income over Expenditure       | (2,768)                | (2,498)               | 270                      |                          |                    |         |                         |
| 130 Cemetery                      |                        |                       |                          |                          |                    |         |                         |
| 1110 Fees                         | 8,290                  | 5,000                 | (3,290)                  |                          |                    | 165.8%  |                         |
| Cemetery :- Income                | 8,290                  | 5,000                 | (3,290)                  |                          |                    | 165.8%  | 0                       |
| 4130 Miscellaneous                | 11                     | 3,000<br>100          | (3,270)<br>89            |                          | 89                 | 10.9%   | 0                       |
| 4310 Contract                     | 5,992                  | 7,000                 | 1,008                    |                          | 1,008              | 85.6%   |                         |
| 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  | 6,459                  | 7,400                 | 941                      | 0                        | 941                | 87.3%   | 0                       |
| Net Income over Expenditure       | 1,831                  | (2,400)               | (4,231)                  |                          |                    |         |                         |
| 140 Pavilion                      |                        |                       |                          |                          |                    |         |                         |
| 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               | 69                     | 50                    | (19)                     |                          | (19)               | 138.1%  |                         |
| 4410 Electricity                  | 519                    | 600                   | 81                       |                          | 81                 | 86.5%   |                         |
| 4420 Maintenance                  | 281                    | 150                   | (131)                    |                          | (131)              | 187.6%  |                         |
| Pavilion :- Indirect Expenditure  | 1,127                  | 1,050                 | (77)                     | 0                        | (77)               | 107.3%  | 0                       |
| Net Income over Expenditure       | (957)                  | (1,000)               | (43)                     |                          |                    |         |                         |
| 150 Projects                      |                        |                       |                          |                          |                    |         |                         |
| 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           | 111                    | 200                   | 89                       |                          | 89                 | 55.6%   | 111                     |
| 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  | 8,564                  | 11,350                | 2,786                    | 0                        | 2,786              | 75.5%   | 8,564                   |
| Net Expenditure                   | (8,564)                | (11,350)              | (2,786)                  |                          |                    |         |                         |
| 6000 plus Transfer from EMR       | 8,564                  |                       |                          |                          |                    |         |                         |
| Movement to/(from) Gen Reserve    | 0                      |                       |                          |                          |                    |         |                         |

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# Detailed Income & Expenditure by Budget Heading 31/03/2023

|      |  | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent | Transfer<br>to/from EMR |
|------|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|-------------------------|
| 160  | Rec Ground                             |                        |                       |                          |                          |                    |         |                         |
| 1130 | Pitch Fees                             | 3,126                  | 2,000                 | (1,126)                  |                          |                    | 156.3%  |                         |
|      | Rec Ground :- Income                   | 3,126                  | 2,000                 | (1,126)                  |                          |                    | 156.3%  | 0                       |
| 4310 | Contract                               | 7,904                  | 8,800                 | 896                      |                          | 896                | 89.8%   |                         |
| 4420 | Maintenance                            | 1,962                  | 2,200                 | 238                      |                          | 238                | 89.2%   |                         |
| 4710 | Pitch                                  | 665                    | 500                   | (165)                    |                          | (165)              | 132.9%  |                         |
|      | Rec Ground :- Indirect Expenditure     | 10,531                 | 11,500                | 969                      | 0                        | 969                | 91.6%   | 0                       |
|      | Net Income over Expenditure            | (7,405)                | (9,500)               | (2,095)                  |                          |                    |         |                         |
| 170  | Street Clean                           |                        |                       |                          |                          |                    |         |                         |
| 4310 | Contract                               | 4,583                  | 5,000                 | 417                      |                          | 417                | 91.7%   |                         |
|      | Maintenance                            | (0)                    | 0                     | 0                        |                          | 0                  | 0.0%    |                         |
|      | Street Clean :- Indirect Expenditure   | 4,583                  | 5,000                 | 417                      | 0                        | 417                | 91.7%   | 0                       |
|      | Net Expenditure                        | (4,583)                | (5,000)               | (417)                    |                          |                    |         |                         |
| 180  | Street Light                           |                        |                       |                          |                          |                    |         |                         |
| 4410 | Electricity                            | 3,743                  | 1,500                 | (2,243)                  |                          | (2,243)            | 249.6%  |                         |
|      | -                                      | 680                    | 700                   | 20                       |                          | 20                 | 97.1%   |                         |
|      | Street Light :- Indirect Expenditure   | 4,423                  | 2,200                 | (2,223)                  | 0                        | (2,223)            | 201.0%  | 0                       |
|      | Net Expenditure                        | (4,423)                | (2,200)               | 2,223                    |                          |                    |         |                         |
| 190  | Woodrolfe Hard                         |                        |                       |                          |                          |                    |         |                         |
| 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)                     |                          |                    |         |                         |
| 200  | Woodup                                 |                        |                       |                          |                          |                    |         |                         |
| 4190 | Telephone                              | 61                     | 480                   | 419                      |                          | 419                | 12.8%   |                         |
| 4270 | Rangers                                | 0                      | 400                   | 400                      |                          | 400                | 0.0%    |                         |
| 4310 | Contract                               | 220                    | 240                   | 20                       |                          | 20                 | 91.7%   |                         |
|      | 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         | 3,970                  | 4,350                 | 380                      | 0                        | 380                | 91.3%   | 0                       |
|      | Net Expenditure                        | (3,970)                | (4,350)               | (380)                    |                          |                    |         |                         |

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#### Detailed Income & Expenditure by Budget Heading 31/03/2023

|      |  | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent | Transfer<br>to/from EMR |
|------|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|-------------------------|
| 210  | S137 Expenditure                         |                        |                       |                          |                          |                    |         |                         |
| 4800 | Donations                                | 1,163                  | 1,350                 | 187                      |                          | 187                | 86.2%   |                         |
|      | S137 Expenditure :- Indirect Expenditure | 1,163                  | 1,350                 | 187                      | 0                        | 187                | 86.2%   | 0                       |
|      | Net Expenditure                          | (1,163)                | (1,350)               | (187)                    |                          |                    |         |                         |
| 220  | Other                                    |                        |                       |                          |                          |                    |         |                         |
| 4850 | Agency Services                          | 3,220                  | 500                   | (2,720)                  |                          | (2,720)            | 644.0%  |                         |
| 4860 | Advertising                              | 217                    | 180                   | (37)                     |                          | (37)               | 120.6%  |                         |
|      | Other :- Indirect Expenditure            | 3,437                  | 680                   | (2,757)                  | 0                        | (2,757)            | 505.4%  | 0                       |
|      | Net Expenditure                          | (3,437)                | (680)                 | 2,757                    |                          |                    |         |                         |
|      | Grand Totals:- Income                    | 110,485                | 101,511               | (8,974)                  |                          |                    | 108.8%  |                         |
|      | Expenditure                              | 107,771                | 101,511               | (6,260)                  | 0                        | (6,260)            | 106.2%  |                         |
|      | Net Income over Expenditure              | 2,714                  | 0                     | (2,714)                  |                          |                    |         |                         |
|      | plus Transfer from EMR                   | 8,564                  |                       |                          |                          |                    |         |                         |
|      | Movement to/(from) Gen Reserve           | 11,278                 |                       |                          |                          |                    |         |                         |

#### TOLLESBURY PARISH COUNCIL PAYMENTS FOR APPROVAL

#### April 2023

| Date       | Cheque<br>No. | Payee                                   | Invoice No/Ref  | Expenditure Detail                     |         | Amount     |
|------------|---------------|---|-----------------|--|---------|------------|
|            |               |   |                 |  |         |            |
|            |               | CO-OPER                                 | ATIVE BANK - CU | JRRENT ACCOUNT                         |         |            |
| 40.00.0000 | D/D           |   |                 | Electricity Operation Destition        |         | 000.00     |
| 16.03.2023 | D/D           | Bulb                                    |                 | Electricity Supply - Pavilion          |         | £36.38     |
| 31.03.2023 | D/D           | Utility Warehouse                       | 194574294       | Parish Phone                           |         | £55.16     |
| 01.04.2023 | D/D           | Maldon District Council                 |                 | Non-Domestic Rates - Cemetery - April  |         | £47.88     |
| 15.04.2023 | D/D           | A & J Lighting Solutions                | 37174           | Monthly maintenance                    |         | £67.92     |
|            | I             | CO-OPER                                 |                 | <br>F - ACCOUNT No. 2                  | 1 1     |            |
| 06.03.2023 | D/C           | Amazon                                  |                 | Stationery                             |         | £11.95     |
| 07.03.2023 | D/C           | Amazon                                  |                 | Stationery                             |         | £5.91      |
| 09.03.2023 | D/C           | Viking Direct                           |                 | Stationery                             |         | £48.42     |
| 17.03.2023 | D/C           | Adobe                                   |                 | Monthly subscription                   |         | £12.64     |
| 29.03.2023 | D/C           | Tesco                                   |                 | Cleaning Materials                     |         | £18.60     |
| 04.04.2023 | D/C           | Moneysoft                               | 288843          | Payroll Software 2023/24               |         | £93.60     |
|            |               |   |                 |  |         |            |
|            |               | -                                       | RUST BANK - CU  | RRENT ACCOUNT                          |         |            |
| 31.03.2023 | D/D           | Unity Trust Bank                        |                 | Bank Charges                           |         | £24.75     |
| 04.04.2023 |               | Wages                                   |                 | Staff Wages                            |         | £2,448.10  |
|            | Online        | HMRC                                    |                 | Tax & NI - March 23                    |         | £903.45    |
|            | Online        | D W Maintenance                         | 2372            | Grounds Maintenance - Cemetery - March | £558.33 |            |
|            |               |   |                 | Grounds Maintenance - March            | £865.42 | £1,423.75  |
|            | Online        | S Curtis                                |                 | Litter Contract                        |         | £416.66    |
|            | Online        | Viking Skips Ltd                        | 1408            | Civic Amenity Skip                     | £168.00 |            |
|            |               |   | 1420            | Civic Amenity Skip                     | £168.00 | £336.00    |
|            | Online        | The Centre                              |                 | Hall Hire - NP Public Event            |         | £89.25     |
|            | Online        | Bonz                                    | 4846            | Works at the Allotments                |         | £2,292.00  |
|            | Online        | Gamart Engineering                      | 231252          | Kickwall - Recreation Ground           |         | £3,132.00  |
|            | Online        | Essex Association Local Councils (EALC) | 16571           | EALC & NALC Affiliation Fees 2023/24   |         | £629.19    |
|            | Online        | Maldon District Council                 | TOL10087152     | CPO Patrols - Jan - Mar 23             |         | £388.15    |
|            | Online        | Wave                                    | 11801504        | Water Supply - Cemetery                |         | £145.41    |
|            |               |   |                 |  |         |            |
|            |               |   |                 |  | TOTAL   | £12,722.17 |

| Payment Breakdown               |            |
|---------------------------------|------------|
| Tollesbury Current Account      | £207.34    |
| Tollesbury A/c No. 2 Debit Card | £286.12    |
| Unity Trust Bank                | £12,228.71 |
| TOTAL                           | £12,722.17 |

Signed:

Date: