



Tollesbury Parish Council

Notice is hereby given that the Meeting of Tollesbury Parish Council will be held on **Tuesday 4th July 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

27th June 2023

Councillors: S Plater (Chairman), S Hawes (Vice-Chairman), M Bell, R Clare,
A Ferneyhough, L Goldie, L Inwood, 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 20th June 2023

6. Finance

6.1 To receive and approve the Monthly Financial Report as of 30th June 2023 #

6.2 To receive and approve the payment schedule

7. Planning

7.1 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: HOUSE/MAL/23/00386/ PP-12021165 and LBC/MAL/23/00387 PP-12021165

Proposal: Sole plate and timber frame repairs. Insulation and Savolit carrier board applied to exposed timber frame sections with Lime render products to be used over carrier board, colour matched lime wash to be applied to freshly rendered area.

Location: Rolls Farm 3 Prentice Hall Lane Tollesbury

Application No: TCA/MAL/23/00612 PP-12246871

Proposal: T1 - Cyprus - Fell

Location: The Stables East Street Tollesbury

Application No: HOUSE/MAL/23/00577 PP-12221666

Proposal: Front porch

Location: 11 Orchard Close Tollesbury

7.2 Planning Decisions

To receive notification of planning decisions from Maldon District Council.

HOUSE/MAL/23/00422 - 6 Kings Walk – Approved

7.3 Planning Appeals

To receive notification of Planning Appeals from Maldon District Council.

7.4 Planning Appeal Decisions

To note appeal decisions made by the Planning Inspectorate

7.5 Tree Preservation Orders for information

To note TPOs made by Maldon District Council.

- 8. Recreation Ground**
 - 8.1** To receive a verbal report from the Recreation Ground Committee
 - 8.2** To receive the Monthly Inspection Report
 - 8.3** To review the Agreements with the Football Teams for the 2023/24 season
 - 8.4** To receive an update on the meeting the FA
- 9. Environment & Amenity (Allotments, Burial Ground, Hasler Green, Woodrolfe Green, Streetlight, Dog/Litter Bins, Highways, Footpaths)**
 - 9.1** To receive a verbal report from the Environment and Amenity Committee
- 10. Woodrolfe Hard**
 - 10.1** To receive a verbal report from the Woodrolfe Hard Committee
- 11. Woodup Pool**
 - 11.1** To receive the draft minutes of Woodup Pool Committee meeting held on 5th June 2023
 - 11.2** To receive a verbal report from the Woodup Pool Committee
- 12. Datum Attitude Brewing**

To consider the request from Datum Attitude Brewing to hold pop-up events in the village, possibly behind the Pavilion at the Recreation Ground
- 13. Allotments**

To receive an update on the meeting with the Allotment Tenants on 30th June 2023
- 14. Heritage Boards**

To consider the request to display a heritage board inside the bus shelter
- 15. Tollesbury Climate Partnership (TCP)**

To consider the request from TCP for a grant to purchase food labels to highlight locally produced foods
- 16. Local Council Award**

To receive information on the Local Council Award Scheme
- 17. 20s Plenty Speed Reduction Campaign**
 - 17.1 Draft Proposal for 20mph in Essex**

To receive the draft proposal for 20mph in Essex which has been distributed by the EALC and the letter from Tolleshunt D'Arcy Parish Council encouraging parishes to join the campaign
 - 17.2 20mph Speed Limit**

To resolve that Tollesbury Parish Council would like a 20mph speed limit in Tollesbury.
 - 17.3 Essex County Council**

To agree to write to Essex County Council requesting them to adopt a 20mph speed limit as the default speed limit for urban and village roads in the County

18. Police/Community Protection Officers (CPO)

18.1 To receive the Police Reports (confidential) and discuss policing matters within the village to report back to Essex Police

18.2 To receive the CPO Report for May 2023

19. Administration

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

20. Community Matters

To receive information only or note future agenda items

21. Dates of the Next Meetings

Tuesday 1st August 2023 – Full council Meeting – 7.30 pm – Pavilion

Wednesday 2nd August 2023 – Environment and Amenity Committee – 7.30pm
- Pavilion

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

Clerk: Michelle Curtis

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

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

Report for Tollesbury Parish Council meeting
on 4th July 2023 (report written 27Jun23)

MALDON DISTRICT COUNCIL

Princes Road
Maldon
Essex CM9 5DL

www.maldon.gov.uk



From Councillor Emma Stephens

Maldon District Councillor for Tollesbury (Independent)



Cllr.Emma.Stephens@Maldon.gov.uk

01621 869415 / 079 069 44443

1. PLANNING

- **Next planning meetings:** District 11Jul23; 6Sep23; North Western 19Jul23; 16Aug23.

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

- Village “gateway” at the 30mph sign - expected once funds used for extensive highways work in Wickham Bishops have been paid to ECC.
- 20MPH limit at the school, and other schemes – to be considered at July’s Local Highways Panel.
- West Street parking (no loss of spaces) – assessment requested from SE Parking Partnership.

3. ELECTION and COUNCIL ADMINISTRATION

Administration

As reported verbally on 20th June, no single group of elected members has overall majority, but 21 members from three groups have formed an administration for the coming year:

Maldon District Independent Group (MDIG), 6; Liberal Democrats, 6; Conservatives, 9.

There are also 6 members in the District Support Group (DSG), and 4 who are not aligned to any group.

Leadership positions:

Leader	Cllr Richard Siddall (MDIG)	Chair	Cllr Kevin Lagan (DSG)
Deputy Leader	Cllr Mark Bassenger (MDIG)	Vice Chair	Cllr Ron Pratt (Conservative)

Members’ details, including committee memberships are at: <https://tinyurl.com/2hnccmy3>.

Voter stats across the District, including Photo Id

- 49,898 registered electors of whom 15,705 people voted (31% turnout, but 39% in Tollesbury)
- 11,381 voted in person and 65 people applied for Voter Authority certificates
- 59 people were turned away for not having correct photo id but 29 came back with suitable id
- No other issues were reported by polling station staff

4. NEWS

Maldon District transport strategy: Can you help shape the future of transport in the Maldon District?

The strategy has been drafted by Essex County Council with MDC, and it looks at how and where we travel, and what the priorities should be in years to come. It focuses on three zones: our town centres; strategic roads; and rural and coastal areas – and will be used to identify and assess potential highway schemes, as well as to provide evidence for funding bids. You can have your say on the priorities (by 31st July) at: <https://www.essexhighways.org/maldon-future-transport-strategy>.

Electric vehicle charging network strategy: How can we deliver electric charging points to residents without off-road parking? When out and about do you want your electric vehicle to be compatible with every charging station? Should you pay more to charge up in some places than others? Have your say, by 27th July, at <https://www.essexhighways.org/ev-strategy>.

Town and Country Planning Act 1990
Weekly List Of Decisions
Week Ending 23 June 2023



HOUSE/MAL/23/00422 Tollesbury East

Erection of garage with new access and dropped kerb.
6 Kings Walk Tollesbury Maldon Essex
(UPRN - 100090560895)
Mr Wade

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 and documents: P01b and P02b.

REASON

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

3 **CONDITION**

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

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.

4 **CONDITION**

If new boundary treatment is to be erected on site, details of the siting, height, design and materials of the boundary treatment including gates, fences, walls, railings, piers and vegetation shall be submitted to and approved in writing by

the local planning authority prior to its construction. The boundary treatment shall be constructed as approved and retained as such thereafter.

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.

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 : 21/06/2023

TOLLESBURY PARISH COUNCIL
PLAYGROUND CHECKLIST

DATE OF INSPECTION: 25/06/2023

	Checked	Comments
EQUIPMENT	√	
Junior Swing	√	Rubber matting under swing needs replacing - Swings have been removed
Toddler Swing	√	
Snake Slide	√	
Wooden Climber Platform	√	
Tower and Slide	√	
Spinning Seasaw	√	
Igloo Climber	√	
Roundabout	√	
Zip Wire	√	
Playship	√	
Chicken and Cow Springer	√	
Youth Shelter	√	Graffiti
Skate Park	√	Graffiti
Surfer Springer	√	
Fire Engine	√	
Fence	√	
Football Goal Posts	√	

Signed: *S J Curtis*

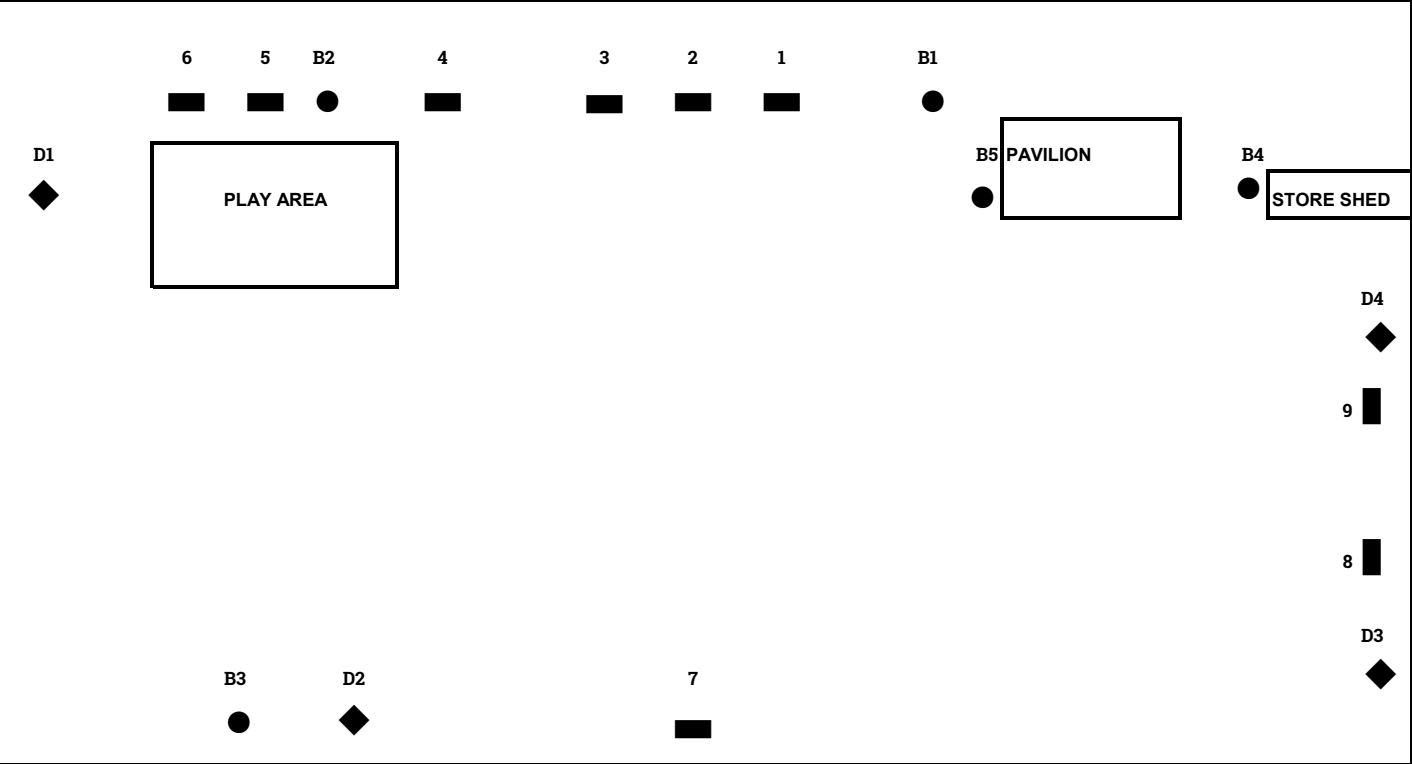
Hole dug near to the youth shelter - see attached picture





TOLLESBURY PARISH COUNCIL
BENCHES AND BINS

DATE OF INSPECTION: 25/06/2023



Benches

1	Ok
2	Ok
3	Ok
4	Ok
5	Ok
6	Ok
7	Ok
8	Ok
9	Ok

Dog Bins (D*)

1	Ok
2	Ok
3	Ok
4	Ok

Litter Bins (B*)

1	Ok
2	Ok
3	Ok
4	Ok
5	Ok

Signed: *S J Curtis*

From: [REDACTED]
To: tollesburypc@btinternet.com
Date: May 1, 2023 10:41:52 AM
Subject: RE: Datum Attitude Brewing
Attachments: IMG_0191.jpg

Hi Michelle

I wonder if you could ask Simon and the other parish councillors, who kindly supported our recent ventures in Tollesbury whether they would be willing to help us have a presence in the village this summer.

We have been at a number of events recently with the brew truck (photos attached) and we have had a numerous local people from Tollesbury and the surrounding villages approach us and express their disappointment that we have reluctantly decided not to proceed with opening the taproom. As we have the mobile taproom/brew truck, there is still the ability for us to bring our beers to Tollesbury every now and again and this could be something really special for the community to enjoy.

With the good weather now on the horizon we wondered whether we could do a pop up on the fields behind the pavilion? We don't need much space and we could bring our branded gazebo and our bistro sets so people could sit and enjoy a beer in the sun. We would take care of the TEN (permission to sell alcohol) and we are fully insured.

If the above is of interest, we could agree a percentage of our takings to donate to the parish council or perhaps a local charity of your choosing? If it proves to be popular we would like to ask one of our food truck friends to join us so that people could have a locally brewed craft beer and a light bite on a weekend afternoon or evening. We were pitched next to a brilliant Thai street food truck yesterday and we chatted about trying to do some events together. We are not proposing a late finish, perhaps noon until 8 or 9pm on a warm sunny evening.

If this isn't something that the Parish Council feels would be a good use of public land then we would understand, but we would be extremely grateful if you could discuss this proposal at your next meeting.

Kind regards

Amy Morris

Director



Datum Attitude Brewing Co



Datum Attitude Brewing Co:

Datum Attitude Brewing Co Limited is a private limited company registered in England & Wales (company number 12794841), registered address: Lime House 75 Church Street, Tiptree, Colchester, CO5 0HB.

VAT No. 357666161 | AWRS. XEAW 000 0011 6900 | EORI. GB357666161000



6th June 2023

Tollesbury Parish Council

Re Tollesbury Walks interpretation board

Dear Councillors,

Having contacted the Council on a previous occasion after the Heritage Board in the square was taken down by Ben Rigby the property owner, I renovated the board to the best of my ability and hoped we might be able to situate it in the bus shelter.


I was advised at the time that improvement works might be undertaken on the bus shelter and the centre of 'The Square' and therefore it would not be possible to locate the board there. I understand that this work will not be going forward and note that there is a suitable space on the inside of the building on the eastern side. As the Heritage Committee which installed these boards is no longer in existence, I write as one of the remaining members to ask whether it would be possible to install the board on that wall as it is the missing part of the group (and actually is a clue on a nationwide explorers quiz trail) so that the trail, once again, becomes complete.

I realise that this would be at our own risk and I am quite happy to effect the installation myself so that it becomes a useful fixture for the village. The board is a metal plate around 80cm by 45cm and would be secured with 6 screws which are concealed in the metal.

I would be grateful if the Council will consider allowing this as it is part of the village amenities of which we are so proud.

Many thanks,

Yours sincerely





22nd June 2023

Re: Local Food Labels

Dear Cllr Plater and Members of the Parish Council,

We, at Tollesbury Climate Partnership, are extremely grateful for the Parish Council's continued support of our work. One of our current projects is the supply of 'Local Food' labels to the shops within the village. Encouraging people to buy locally produced food not only supports our aims of improving our community's sustainability, but it also supports and encourages local businesses.

We are extremely fortunate to have a wide range of shops available within the village, many of which sell produce sourced locally. These shops are one of the key components of the long-term sustainability of our village, reducing the need for people to travel for shopping, and providing a significant boost to the sense of community within the village.

Keen to highlight locally produced food, we have had generous support from Phelan Barker, who have designed a range of 'Local Food' labels that suit the different types of shop display, including meeting the necessary hygiene standards. In order to ensure that we get the best level of uptake from the local businesses, we are keen to supply these to each shop for free. TCP would work with the shops to identify produce that can be classed as local (we imaging this as meaning produced within around ten miles of Tollesbury). All of the local shops that we have spoken to are keen to display the labels where appropriate, and believe that it may encourage more people to look for local produce.

We are very grateful for the financial support that the Parish Council have already provided TCP, and we note that previously it has been mentioned that there may be further support available for specific projects. We would ask you to consider whether you might be prepared to provide funding to purchase these labels for use in the village shops. I attach to this letter the designs of the three types of labels, and we have a quote for production of £455 ex VAT.

We would be happy to discuss the project further and to answer any questions that the Council may have. Please feel free to email [REDACTED] or to call [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Director and Sustainable Food Group Co-Ordinator

Product identifier totems 100 x 175mm



Window stickers 150 x 150mm

Shelf strips 39 x 400mm

**SHOP
LOCAL**



A guide to the Local Council Award Scheme

THE LOCAL COUNCIL AWARD SCHEME EXISTS TO CELEBRATE THE SUCCESSES OF THE VERY BEST LOCAL COUNCILS, AND TO PROVIDE A FRAMEWORK TO SUPPORT ALL LOCAL COUNCILS TO MEET THEIR FULL POTENTIAL.

All local councils want to serve their local communities and make a real difference to the lives of the people that live there. This scheme offers councils the opportunity to show that they meet the standards set by the sector, assessed by their peers, and to put in place the conditions for continued improvement.

The Local Council Award Scheme has been designed to both provide the tools and encouragement to those councils at the beginning of their improvement journeys, as well as promoting and recognising councils that are at the cutting edge of the sector. It is only through the sector working together to share best practice, drive up standards and supporting those who are committed to improving their offer to their communities that individual councils and the sector as a whole will reach its full potential.

The scheme was created in 2014 and is managed on behalf of local councils by the Improvement and Development Board (IDB). Councils can apply for an award at one of three levels:

The Foundation Award demonstrates that a council meets the requirements for operating lawfully and according to standard practice.

The Quality Award demonstrates that a council achieves good practice in governance, community engagement and council improvement.

The Quality Gold Award demonstrates that a council is at the forefront of best practice and achieves excellence in governance, community leadership and council development.

The scheme sets out criteria to meet at each level covering selected aspects of the council's work. Councils can seek to progress through the tiers over time thereby raising standards. Councils of any size can aspire to an award appropriate for their budget and level of activity.

To support transparency, every award level has a requirement for certain information to be published online (plus some information that does not need to be published). In all instances the council confirms that the required documents, information and conditions are in place (whether published or not) by resolution in public at a full council meeting. For Quality Gold, councils also provide statements for submission to the panel demonstrating excellence in their activities. The panel may ask for additional information to check the accuracy of claims.

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109 Great Russell Street
London
WC1B 3LD

020 7637 1865
nalc@nalc.gov.uk
www.nalc.gov.uk

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06 AWARD CRITERIA

This section sets out in brief what is required for each award and then explains in more detail the evidence that the accreditation panel is looking for. Councils should find this additional guidance helpful in identifying what is required.

18 ACCREDITATION PROCESS

The Local Council Award Scheme is a form of peer review. Councils are reviewed by experienced peers through the work of an accreditation panel.

This section outlines guidance for County Associations (CALCs) managing the process for accreditation. These are not strict rules, and CALCs can tailor this to local need in consultation with NALC.

21 FEES

There are two fees:

- A registration fee paid to NALC
- An accreditation fee paid to the organisation responsible for administering the local or regional accreditation process.

22 EVALUATION AND IMPROVEMENT

The aim of the evaluation and improvement process is to allow the sector to feel ownership of the Local Council Award Scheme, and to see the scheme changing to meet the feedback and needs expressed by the sector. This section outlines the evaluation and improvement process that will allow the scheme to be dynamic and respond over time to changes in the sector, national policy and other relevant issues.

A COUNCIL CAN REGISTER TO TAKE PART IN THE LOCAL COUNCIL AWARD SCHEME BY VISITING WWW.NALC.GOV.UK/LOCALCOUNCILAWARDScheme

THE STEP BY STEP PROCESS FOR APPLYING TO THE AWARD SCHEME CAN BE FOUND IN THE ACCREDITATION PROCESS SECTION ON PAGE 18.

THE CRITERIA IN THIS BOOKLET APPLY TO COUNCILS SUBMITTING THEIR APPLICATIONS TO THEIR LOCAL ACCREDITATION PANEL. THE CRITERIA FOR THE LOCAL COUNCIL AWARD SCHEME ARE REVIEWED ANNUALLY.

TO ACHIEVE A FOUNDATION AWARD A COUNCIL DEMONSTRATES THAT IT HAS THE DOCUMENTATION AND INFORMATION IN PLACE FOR OPERATING LAWFULLY AND ACCORDING TO STANDARD PRACTICE. THE COUNCIL ALSO HAS POLICIES FOR TRAINING COUNCILLORS AND OFFICERS AND IS BUILDING A FOUNDATION FOR IMPROVEMENT AND DEVELOPMENT.

The council confirms by resolution at a full council meeting that all documentation and information is in place for the Foundation award and where applicable, is published on its website. The council also needs to evidence it has:

GOVERNANCE	COMMUNITY	DEVELOPMENT
Criteria demonstrating good governance in managing the business and finances of a council	Criteria representing a council's role in the community and how it engages with the community	Criteria representing council improvement through the management and development of staff and councillors
Its standing orders	Council contact details and councillor information in line with the Transparency Code	
Its financial regulations	Its action plan for the current year	
Its Code of Conduct and a link to councillors' registers of interests	Evidence of consulting the community	
Its publication scheme	Publicity advertising council activities	
Its last annual return	Evidence of participating in town and country planning	
Transparent information about council payments		
A calendar of all meetings including the annual meeting of electors		
Minutes for at least one year of full council meetings and (if relevant) all committee and sub-committee meetings		
Current agendas		
The budget and precept information for the current or next financial year		
Its complaints procedure		
Its accessibility statement		
Its privacy notice		

GOVERNANCE	COMMUNITY	DEVELOPMENT
Criteria demonstrating good governance in managing the business and finances of a council	Criteria representing a council's role in the community and how it engages with the community	Criteria representing council improvement through the management and development of staff and councillors
A risk management policy		Disciplinary and grievance procedures
A register of assets		A policy for training and development of staff and councillors
Staff contracts		A record of all training undertaken by staff and councillors in the last year
Up-to-date insurance policies that mitigate risks to public money		A clerk who has achieved 12 Continuing Professional Development (CPD) points in the last year

The council notifies the accreditation panel co-ordinator when the resolution has been agreed and provides a completed application form, including webpage addresses to where the information can be found online.

WHAT IS THE ACCREDITATION PANEL LOOKING FOR?

The panel seeks assurance that a council acts lawfully and according to standard practice. Unless it is a matter of law, the panel is not making a judgement on the quality of the evidence at this level; it simply confirms that the documentation and information is in place, up-to-date and complies with the guidance below. For those documents that are not posted up online, the panel may ask to see the evidence if it is considered necessary.

- All policies should comply with current legislation and guidance and note the date of the next review.
- Standing orders, financial regulations, the Code of Conduct, publication scheme, accessibility statement, privacy statement and complaints procedure are public documents tailored to the specific council. Standing orders or financial regulations explain procedures for contracts and internal controls. There should be evidence of an open media policy which does not restrict engagement with the press. For councils with an annual turnover of less than £25,000 they also demonstrate compliance with the Transparency Code for Smaller Authorities.
- The council does not need to publish the councillors' registers of interests on their own website provided that there is a working link to the complete register of all councillors' interests on the principal authority's website.
- The council's website should include the name of the clerk and contact details (address, phone, email) for the council as a corporate body.
It should also publish the names of councillors and councillors' responsibilities in compliance with the Local Government Transparency Code.
- The council posts up a scanned copy of the last annual return. The panel checks that the council has a limited assurance (unqualified) opinion from the external auditor; the opinion may contain recommendations for consideration as long as a qualified opinion is not given. The panel checks the arrangements for internal audit and internal controls. From 2017, councils with an annual turnover of less than £25,000 will not be required to submit their annual return for audit. Panels check that these councils comply with the Transparency Code for Smaller Authorities.
- Information on all payments must be transparent and in accordance with financial regulations and statutory proper practices.
- The calendar (in any format) includes the Annual Meeting of the Council and the Annual Parish/Town Meeting and both meetings must be held during the correct statutory period. The calendar also shows that the council has at least four full council meetings a year.
- Similarly, the minutes for full council meetings over the last year include the Annual Meeting of the Council. If relevant, the council also posts up the minutes of its Finance Committee to demonstrate transparency according to statutory regulations and of its Planning Committee showing that procedures for reviewing planning applications are correct. The panel checks that minutes and agendas demonstrate the lawful convening of meetings and decision-making and that all meetings allow the public to make representations to the council.

- The council can post up the current or next year's budget (or both). Budget documents would normally show columns comparing the year in question with the two previous years; they include information on income and expenditure (or receipts and payments) and show how the precept was calculated.
- The council must publish an action plan; as a minimum this is a one-page document listing the council's objectives for the current year. It is not a parish plan which is a plan for the future of the community; the council can extract objectives for action from the parish plan depending on its areas of responsibility.
- The panel seeks at least one piece of evidence from council publicity that it consults and actively serves its community. Publicity might include an annual report, web material or news bulletins. The information gives a flavour of any council activity such as lobbying principal authorities, giving grants to community groups, the provision of a service or helping with community events. For guidance, councils can refer to The Code of Recommended Practice on Local Authority Publicity. Similarly any form of consultation is suitable, including surveys, online polls, focus groups or public meetings.
- Council documents demonstrate that the council participates in the planning system by, for example, commenting on planning applications or working on a neighbourhood plan. Decisions on planning matters must be made in properly convened meetings and, if required, by delegation to a committee. Some decisions may be delegated to an officer.
- The panel may wish to check that insurance policies have been reviewed and are up-to-date and that the council recognises insurance as a way of mitigating risks to public money. The panel does not seek to judge the appropriateness of the insurance policies themselves.
- Contracts, disciplinary/grievance procedures, a risk management policy and register of assets can be based on a model but tailored to the specific council. They are not published. The contract(s) for staff can be provided in redacted format, or if there are reasons why the contract cannot be shared then the council provides a statement from a full council meeting confirming that all staff are employed under an appropriate contract. The risk management policy shows the council has considered health and safety of staff, councillors and others as appropriate.
- A training and development policy for staff and councillors can be a short statement of intent while a training record gives dates, titles and providers of development activities undertaken by named individuals in the last year, including, for example, events, online courses, learning on the job and qualifications. Councillors undertake a range of development activities such as attending conferences, undertaking training, or reading about developments in the sector. The clerk's training record includes evidence of CPD such as training, conference attendance, mentoring and studying for qualifications. CPD points are allocated according to a system published by the IDB.

TO ACHIEVE THE QUALITY AWARD A COUNCIL DEMONSTRATES THAT IT MEETS ALL REQUIREMENTS OF THE FOUNDATION AWARD AND HAS ADDITIONAL DOCUMENTATION AND INFORMATION IN PLACE FOR GOOD GOVERNANCE, EFFECTIVE COMMUNITY ENGAGEMENT AND COUNCIL IMPROVEMENT. THE QUALITY AWARD CRITERIA INCLUDE THE ELIGIBILITY CRITERIA FOR THE GENERAL POWER OF COMPETENCE.

The council confirms by resolution at a full council meeting that it meets all requirements for the Foundation award and all documentation and information is in place for the Quality award and where applicable, is published.

GOVERNANCE	COMMUNITY	DEVELOPMENT
Criteria demonstrating good governance in managing the business and finances of a council	Criteria representing a council's role in the community and how it engages with the community	Criteria representing council improvement through the management and development of staff and councillors
Draft minutes of all council and committee meetings within four weeks of the last meeting	A community engagement policy involving two-way communication between council and community	
A Health and Safety policy	Councillor profiles	
Its policy on equality	A grant awarding policy	
	Evidence showing how electors contribute to the Annual Parish or Town Meeting	
	An action plan and related budget responding to community engagement and setting out a timetable for action and review	
	Evidence of community engagement, council activities and the promotion of democratic processes in an annual report, online material and regular news bulletins	
	Evidence of helping the community plan for its future	

The council also needs to evidence it has:

GOVERNANCE	COMMUNITY	DEVELOPMENT
Criteria demonstrating good governance in managing the business and finances of a council	Criteria representing a council's role in the community and how it engages with the community	Criteria representing council improvement through the management and development of staff and councillors
A scheme of delegation (where relevant)	At least two-thirds of its councillors who stood for election	A qualified clerk
	An annual report that is actively shared with the community	A formal appraisal process for all staff
	Evidence of a customer service in how the council handles correspondence with the public	A training policy and record for all staff and councillors

The council notifies the accreditation panel's co-ordinator when the resolution has been agreed and provides a completed application form, including webpage addresses to where the information can be found online.

WHAT IS THE ACCREDITATION PANEL LOOKING FOR?

The accreditation panel first checks that the criteria for the Foundation Award are in place if the award was granted more than one year ago. The exception to this is if the council received the Foundation award less than a year ago. Then the panel does not check the Foundation criteria again, but the council still confirms in a public meeting that it meets these criteria.

It then considers the additional criteria for the Quality Award.

The panel assesses the quality of documents and information with a light touch, seeking reassurance that the council is acting lawfully and according to good (rather than best) practice. The panel confirms that the documentation and information is in place and up-to-date and complies with the guidance below. For those documents that are not posted on the website, the panel may ask to see the evidence if it is considered necessary.

- All council policies should comply with current legislation and guidance and note the date of the next review.
- Draft minutes (marked Draft) of all council and committee meetings should be posted up as soon as possible after the meeting and within at least four weeks. The minutes will show that the council monitors its actions, internal controls and performance against the budget at least every three months.
- A community engagement policy demonstrates the council’s commitment to hearing what people in the community think and communicating its own actions and decisions. The council also gives grants to community organisations and publishes a grant awarding policy.
- Councillor profiles normally contain a photo and reference to the ward represented (if relevant) but personal contact details are not required.
- The panel seeks evidence that the council has in place light touch policies for managing Health and Safety, including its duty of care to staff and promoting equality in compliance with legislation. For example, evidence might include employment documents or statements on agendas.
- Evidence that electors can contribute to the Annual Parish or Town Meeting can come in any form; for example, it could be an invitation to attend and participate in discussions or a record of how community groups spoke about their use of grant funding over the last year.
- The action plan (or similar forward plan) summarises findings from community engagement and sets out aims and objectives that respond to community views. The action plan includes a timetable for actions to be completed with dates for reviewing the plan. The council’s budget shows how the action plan is put into practice and manages risks to public money.
- The council is expected to produce an annual report, online material and regular news bulletins throughout the year. The annual report and news bulletins must be online even if they were also distributed in hard copy such as in printed newsletters or village magazines. If the council uses social media such as Facebook or Twitter, this will be evident from the council’s website. The accreditation panel will read the materials looking for evidence of community engagement, council activities and promoting democratic processes. The panel expects to see that the council consults the community in at least three different ways (such as surveys, focus groups, online or street polls and community workshops) and engages with other organisations, including community groups and the principal authority(ies). It will look for at least three positive actions for the community in the last year.

- The annual report should be actively communicated and shared with the community. It might be produced digitally and/or in hard copy. It is accepted that it cannot always be distributed to all households, but digital versions could be distributed by email and social media. Hard copies could be left at prime locations in a community, including a library, doctors’ surgeries, schools, pubs, shops or residential homes.
- The panel seeks evidence from council documents and online information that it supports the community in planning for its future. This can include at least one contribution to creating, implementing or reviewing a parish or town plan, a design statement or a neighbourhood plan, holding community planning events, facilitating debate in the community about planning applications or registering community assets. The panel seeks evidence that the council has considered environmental matters as part of how it plans for the future of the community. This may be through the planning system such as considering environmental impact in neighbourhood plans, or through engagement with the community. The council might also undertake activities to engage with the community on the environment outside of the planning system, this might include tree planting, litter picking, reducing carbon and addressing climate change.
- The panel also seeks evidence of promoting elections and the value of the democratic process; this might include explaining how the system works, advising people of election dates and promoting the value of being a councillor.
- At the time of making the resolution, at least two-thirds of the seats on the council must be filled by councillors who stood for election at either the last ordinary elections or a by-election. This shows that the council represents the community through democratic processes. Councillors who stood for election, even if elected unopposed, do count, while councillors who were co-opted or appointed cannot count. If two thirds is not a whole number, then it must be rounded up to the next whole number using the table below.

Total council seats

5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
4	4	5	6	6	7	8	8	9	10	10	11	12	12	13	14

Two thirds

- The panel may wish to check that a council properly operates the delegation of decision-making to committees, sub-committees and officers (where relevant). Arrangements for delegation may be set out in standing orders or in a separate scheme of delegation.
- The panel seeks evidence of how the council handles correspondence with the public and takes a customer service approach. Evidence shows how the council plans for and manages correspondence with the public, this might include examples of the council has addressed complaints, queries and other communications in the past year. It might also include any policies or training for staff that illustrates the councils commitment to customer service.
- A qualified clerk is defined in Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. The clerk (and deputy clerk) should be properly remunerated with a contract in accordance with terms and conditions set out in the national agreement or in a local government scheme.
- The panel may ask to see the document setting out the formal appraisal process that must be in place for all staff. It checks that the council has a training budget and may ask to see a general training policy for staff and councillors with a detailed record of all training undertaken by staff and councillors in the last year. The panel seeks assurance that a training culture is embedded in the council. The clerk is expected to achieve at least 12 Continuous Professional Development Points points every year. The CPD guidance on how points are allocated can be downloaded from NALC’s or SLCC’s websites.

TO ACHIEVE A QUALITY GOLD AWARD A COUNCIL DEMONSTRATES THAT IT MEETS ALL REQUIREMENTS OF THE FOUNDATION AND QUALITY AWARDS, AND IS AT THE FOREFRONT OF BEST PRACTICE BY ACHIEVING AN EXCELLENT STANDARD IN COMMUNITY GOVERNANCE, COMMUNITY LEADERSHIP AND PERFORMANCE MANAGEMENT.

The council confirms by resolution at a full council meeting that it meets all requirements for the Foundation/Quality awards and that all documentation and information is in place for the Quality Gold award and if applicable, is published.

GOVERNANCE	COMMUNITY	DEVELOPMENT
Criteria demonstrating good governance in managing the business and finances of a council	Criteria representing a council's role in the community and how it engages with the community	Criteria representing council improvement through the management and development of staff and councillors
A business plan covering a financial forecast for at least three years linked to revenue and capital plans for the council and its community	An annual report, online material, news bulletins and other council communications with evidence of: <ul style="list-style-type: none"> — Engaging with diverse groups in the community using a variety of methods — Community engagement influencing council activity and priorities — A wide range of council activities, including innovative projects, that produce positive outcomes for the community — Co-operating constructively with other organisations 	

The council needs to evidence all criteria in the first section and also provide statements (of no more than one page each) showing the accreditation panel how it:

GOVERNANCE	COMMUNITY	DEVELOPMENT
Criteria demonstrating good governance in managing the business and finances of a council	Criteria representing a council's role in the community and how it engages with the community	Criteria representing council improvement through the management and development of staff and councillors
Ensures that the council delivers value for money	Provides leadership in planning for the future of the community	Manages the performance of the council as a corporate body
	Engages with the community on issues related to the environment and climate change	Manages the performance of each individual staff member to achieve its business plan

The council notifies the accreditation panel when the resolution has been agreed and provides a completed application form, including webpage addresses to where the information can be found online, and the prepared statements.

WHAT IS THE ACCREDITATION PANEL LOOKING FOR?

The accreditation panel first checks that criteria for the Foundation and Quality Awards are in place if an award was assessed more than one year ago. It then considers the additional criteria for Quality Gold. The exception to this is if the council received a Foundation or Quality award less than a year ago. Then the panel does not check the criteria for that award again, but the council still confirms in a public meeting that it meets these criteria.

The panel assesses the quality of documents and information in some depth. It seeks reassurance that the council is acting lawfully and aspires to excellence. The panel also seeks evidence of councillors and officers working together as a corporate body to achieve the criteria at Quality Gold level. Complying with the guidance below, the panel confirms that up-to-date documentation and information for Quality Gold is in place. The panel may ask for further information or talk to councillors and staff. The panel will be interested to note whether the council already has a reputation for being at the forefront of best practice. Councils seeking the Quality Gold Award should be aware that the panel is a peer group applying their own standards of excellence to the criteria explained below.

- In identifying excellence, the panel confirms that the council operates within the law as explained in standard works of reference, demonstrates transparent, efficient and effective decision-making and governance and exercises sound financial management.

- The panel also seeks reassurance that the council is not experiencing destructive internal conflict or that nothing has occurred to bring the council into disrepute.

- The council works to a forward plan (or business plan) created for at least three years even if this takes the council beyond the next election. This plan explicitly responds to community engagement. It sets out the council's aims and objectives for both the council and the community and shows how they will be achieved including financial forecasts for both revenue and capital for the duration of the plan.

- The annual report, web material and news bulletins publicise the work and achievements of the council and contain substantial evidence that the council takes the lead in actively representing and serving all parts of its local community. The council therefore addresses the diversity of its community, including, for example, different age groups, service users, physical locations, housing types, language, employment status and skills.

- These sources of information also show that the council seeks out and responds to views and ideas expressed by its community. The council uses a variety of ways (at least four) of consulting and involving local people to understand their views. There should be evidence that the council identifies local needs and views through community engagement that are then addressed in constructive council action. These sources also show that the council promotes local democracy.

- The panel seeks evidence that community engagement is at the heart of determining council priorities. Evidence shows this engagement leads to actions and projects within the council that deliver positive outcomes for the community. The council is innovative; this is the case if the council undertakes actions that are still relatively new or unusual for that council. There is evidence that the council embraces new ideas and trying new projects. The panel also checks that the council is co-operating with other organisations, including community groups, its principal authority(ies) and other agencies to provide an effective service to the community. Co-operation includes but is not limited to partnerships.

- The statement on ensuring value for money explains how the council reviews the quality and costs of its activities to confirm that the costs are appropriate. This could include, for example, the cost of the clerk's role in serving the council, the purchase of computer equipment or a grass cutting contract. It may also include reference to criteria from the other award levels as a number of these criteria do provide evidence that the council offers value for money.

- The panel seeks evidence that the council has considered climate change and other environmental issues and has engaged with the community on these issues. The council will have considered how it can support or facilitate the community to take actions that could have a positive environmental impact for the local area, or more widely.

- The statement on leadership in planning for the future shows how the council engages with a range of activities that influence the planning system and facilitate community-led planning. Activities may include, for example, identifying and representing community views on planning applications and local plans, working on parish or town plans, or holding community-led planning activities such as Planning for Real® or community conferences. The statement should include the council's approach to neighbourhood planning.

- Finally, the statements on performance management explain the processes by which the performance of the council as a corporate body is constantly improved and shows how the performance, skills and knowledge of each individual in the council is managed to help the council achieve its objectives on behalf of the community. The statements also include confirming that each member of staff has their own professional development plan and that the majority of councillors participate in a member development programme that is specific to their roles and the needs of the council. It is important to show evidence that the council is a good employer.

A GUIDE TO THE ACCREDITATION PROCESS

The Local Council Award Scheme is a form of peer review. Councils are reviewed by experienced peers through the work of a local accreditation panel.

The aim of this accreditation process is to be as simple, efficient and flexible as possible. It also seeks to ensure that every council that wishes to take part in the scheme is able to, and is assessed in a reasonably consistent way.

REGISTRATION

1. The council registers its intention to apply for a specified award online at www.nalc.gov.uk/localcouncilawardscheme
2. Contact NALC at lcas@nalc.gov.uk or on 020 7637 1865.
3. The council pays a registration fee to NALC to cover the costs of managing the national scheme, including: administration, national online resources, quality assurance and review processes.
4. NALC provides the applicant with a template application form and the contact details of the co-ordinator of the appropriate accreditation panel.
5. NALC provides the panel co-ordinator with information of the council's application.
6. When a council is ready to make its application to the accreditation panel, its clerk notifies the panel co-ordinator that the council has passed a resolution confirming that all the documentation and information is in place for a specified award and submits a completed application form with any additional documentation required.
7. The council pays the accreditation fee which covers the costs administering the local service.
8. The local panel co-ordinator keeps a record of all applications and monitors their progress.
9. When the accreditation panel makes its decision it informs the council. It also completes an online form to allow NALC to update national records.

ONLINE CONNECTIVITY

The Award Scheme requires councils to publish certain information and documents online. In exceptional circumstances a council may not be able to put documents online because of poor digital connectivity in the local area. In this case, the council applies to the panel co-ordinator for permission to submit evidence for an award in an alternative format. The co-ordinator must be confident that poor digital connectivity is the problem rather than an unwillingness to use an online service for publishing council documents.

THE ACCREDITATION PANEL

The accreditation panel is set up by a County Association or a regional group of County Associations. The aim of any panel arrangement is to facilitate training, promote consistency and help manage the workload. Where an individual County Association is unable to support the scheme, a council will be able to submit their application

to an appropriate neighbouring or regional panel.

County Associations may adapt the accreditation process to fit local need. They are able to discuss this with the Improvement and Development Manager at NALC, for support and guidance.

The panel co-ordinator manages a pool of up to ten potential panel members, in the expectation that between three and five members are required to review each application. The panel includes experienced councillors and clerks as well as someone independent of the sector with an understanding of local government.

Panel membership should be reviewed by the panel co-ordinator every two years.

At the beginning of the accreditation process a panel is drawn together from the pool of potential members. The panel could choose a lead panellist or chair if needed to facilitate decision making.

All panel members are expected to use email or an online service to read a council's documents and also act in the spirit of a Code of Conduct; for example, they do not assess an award for their own or a neighbouring council.

The accreditation panel determines

how often an accreditation process occurs,

or an appropriate trigger for this to take place. For example, a panel may decide to convene every two months or may wait until the receipt of ten applications (as long as this is no later than two months after an application has been received). Panels should note that all costs of administering the panels must be met from application fees. So, to minimise costs, the panel can convene and conduct its business remotely rather than face-to-face. The resources provided by NALC will support this way of working.

The local panels have discretion

over the detail of how they organise the accreditation process.

In consultation with the panel co-ordinators, NALC will provide regularly updated guidance and support for accreditation panels.

THE ACCREDITATION PROCESS

The emphasis of the scheme is on encouraging and supporting the improvement of councils. The aim of the panel is therefore to help councils to achieve awards and panels are urged to be constructive.

The panel checks that the criteria for the relevant award have been met in published and/or requested information. Most documents and information will be posted on a website. Where it is not appropriate for a document or information to be on a website, the panel is permitted to ask to see electronic versions.

As all information and documents are available online or in electronic format, the panel's work can be done without meeting. Each member of the panel completes a form showing their responses to the co-ordinator. The co-ordinator reviews the completed forms from the panel which decides whether additional information or documents are required.

Panel members do not need to examine every document in detail but are advised to carry out spot-checks enabling them to make recommendations.

For Quality Gold, the panel may wish to discuss the council’s activities with councillors, or staff or visit the parish but the cost of doing so must be covered by the fee.

THE OUTCOME

When the panel is satisfied that it has seen sufficient information, the findings are presented in a report agreed by the panel. The panel makes one of three recommendations to the council:

- The Award is achieved.
- The Award is achieved but the council is advised to make some small changes.
- The Award is not achieved until specified improvements have been made.

If a council has applied for a higher award but has not achieved all the criteria, the panel can award a lower award if appropriate.

The aim of the scheme is to be supportive and help councils achieve the status they have applied for and so it is expected that achieving a lower (or no) award would be an exceptional circumstance. The panel should let the council know as soon as possible if it appears that they have omitted necessary evidence or it appears likely that they will not achieved the award, and the council should be given some time to respond to that feedback.

The co-ordinator informs the council of the outcome within two months of being notified of the application. They also inform NALC of the outcome and successful councils are included in a published list. NALC issues a certificate and provides resources to help the council celebrate and promote their achievement which is sent to the council and panel co-ordinator.

Councils and accreditation panels will be contacted by NALC for feedback on the process and the benefits of receiving the awards. A council may appeal to the IDB (with an additional fee) if it feels that the panel’s decision is unjustified. The IDB will appoint two representatives to review the appeal and the IDB’s decision is final.

UPGRADING ACCREDITATION, RE-ACCREDITATION AND REMOVAL OF ACCREDITATION

Accreditation lasts for four years.

Applying for a higher award:

- If a council wishes to apply for a higher award, it makes a fresh registration and application.
- A council can make a fresh application for a higher award at any time. If this is within one year of the previously successful accreditation, the panel does not need to revisit evidence that was previously approved.

Re-accreditation:

- The council may seek re-accreditation at the same level after four years. If it does not achieve a new accreditation or re-accreditation before four-year end-date, it loses its award.

Removal of accreditation:

- The council is expected to maintain its reputation by meeting the criteria throughout the four years.
- Although some circumstances may change, the council will not lose its award unless a significant event such as an audit, employment tribunal, court case or police investigation demonstrates the council’s poor performance. In this case, a panel co-ordinator asks the IDB to appoint two representatives to review the situation. The IDB assesses the severity of the case before deciding whether to impose a sanction which may include the removal of all awards or returning the council to a lower award.
- The council can appeal to the IDB if the decision to remove an award is taken in which case two different IDB representatives review the case and their decision is final.

FEES

There are two fees:

- A registration fee paid to the National Association of Local Councils
- An accreditation fee paid to the organisation responsible for administering the local or regional accreditation process.

The registration fee paid to NALC is £50 paid by all councils for each level regardless of size.¹

The accreditation fee² varies according to:

- The award applied for
- The income of the council
- The council’s accreditation history.

¹ All figures quoted are excluding VAT.
² The figures quoted are the discounted rates for members of NALC. Both the registration fee and accreditation fee are reduced by 50% for member councils. Non-member councils must pay the full fee ie double the figures quoted in this grid.

	ANNUAL INCOME UNDER £25,000	ANNUAL INCOME OVER £25,000
Foundation Standard	£50	£80
Quality Standard	£80	£100
Quality Gold	£100	£200

The accreditation fee covers the cost of the accreditation panel decision making process only. County Associations may charge additional costs for advice, training or support of applications. Those services and fees will be determined locally.

The IDB will review fee levels annually.

The fee is reduced by 20% if the council sought accreditation at a lower level within the previous 12 months as the checking process covering criteria for the previous award requires less work.

EVALUATION AND IMPROVEMENT

The aim of the evaluation and improvement process is to allow councils to feel ownership of the scheme, and to see the scheme changing to meet the feedback and needs expressed by the sector. It should also allow the scheme to be dynamic and able to respond over time to changes in the sector, national policy and other relevant issues.

QUALITY ASSURANCE

Twice a year, representatives of the IDB will check at random a small sample of awards by carrying out spot checks of documents and information posted on a council's website.

The findings will not affect a council's award but will be used to improve the training for accreditation panels and to inform regular reviews of the scheme.

EVALUATION

At the end of each accreditation process the council and the panel will be sent a short evaluation questionnaire. This will aim to gather feedback on the process, the criteria, the resources provided by NALC and how they could be improved.

One year after accreditation the council will be contacted again. The council will be encouraged to apply for the next level of award, to make use of the fee discount. The council will also be asked to describe the benefits they have felt from being accredited by the scheme and their feedback on the scheme as a whole.

IMPROVEMENT

The feedback collected will be used to inform improvements to the scheme. The whole scheme, including the content and accreditation process, will be reviewed every year.

These reviews will alternate between:

- A light touch approach only making urgent required changes where these are considered critical to the scheme.
- A wider ranging review aiming to best address collected feedback from all parties.
- The IDB will oversee all changes to the scheme.

Agenda Item 17.1

From: 20's Plenty for Essex <20splentyforessex@gmail.com>
To: tollesburypc@btinternet.com
Date: Dec 20, 2022 4:06:00 PM
Subject: 20's Plenty for Essex campaign
Attachments: 20s plenty summary.docx, 20s Plenty for Essex Nov-22 compressed.pdf

Dear Michelle,

You may be aware that a growing number of Essex Parish Councils are campaigning to make 20 mph the default speed limit where people and motor vehicles mix, with 30 mph being an exception.

These Parish Councils have started their campaigns with the support of 20's Plenty for Us, a not-for-profit organisation which campaigns to make cities, towns and villages better places to be.

We are now trying to contact those Parish Councils that are not yet involved to ensure that everyone has an opportunity to participate in this Essex-wide initiative. Could you therefore please bring this email to the attention of your councillors.

There is increasing evidence that residents (and voters) want a 20 mph default speed limit. They are fed up with intimidatory and anti-social driving, air and noise pollution and in particular they are concerned for their own safety and that of their families.

There is now a considerable amount of research showing that the introduction of 20 mph limits can be low cost and bring wide benefits, including fewer road casualties, less air and noise pollution, increased walking and cycling. Not least, 20 mph limits help to make communities better places to be.

At present, Essex County Council's process for introducing 20 mph limits is expensive, slow, ad-hoc and village-by-village. We are asking them to change their speed management policy to make 20mph affordable for local communities.

Essex Police have indicated that they would not want to enforce 20 mph limits. However, if 20 mph limits are widely adopted, they will clearly have to be part of the change. In the meantime, evidence suggests that this is not a particular issue since the imposition of 20 mph limits causes motorists voluntarily to reduce their speeds by up to 8 mph.

If you or your Parish Council are interested in becoming part of this campaign, please visit the 20's Plenty for Us website (<https://www.20splenty.org>) and contact Adrian Berendt (adrian.b@20splenty.org) with any questions you may have. We can arrange for 20's Plenty for Us to give you a Zoom presentation if you so wish.

20's Plenty for Us have prepared a brief outline of the campaign and its implementation, as well as a short presentation which contains some compelling information; these are attached.

Whether you propose to take all, some (or even none) of the actions contained in it, please let us know. 20's Plenty for Us are making a map that shows which parishes are doing what. It would be great to see more communities on this map.

Kind regards.

Adrian Berendt, 20's Plenty for Us

Parish Councillors: Daniel Kenning, Antony Kingham, Peter Pyke and Rupert Watson, as individuals for the 20's Plenty for Essex campaign

20'S PLENTY FOR ESSEX CAMPAIGN

The objective of the campaign is to make 20 mph the default speed limit where people and motor vehicles mix, with 30 mph being an exception.

The campaign has drawn on the research of "20's Plenty for Us", a not-for-profit organisation which campaigns to make cities, towns and villages better places to be, and the shared ideas and suggestions of over 120 Essex Parish Councillors.

The benefits of achieving our objective are

- to improve the quality of life in the communities of Essex which are currently blighted by fast moving traffic.
- to make communities safer by minimising the risk of road accidents.
- to contribute to climate change goals by reducing pollution.
- to ensure that the safety and comfort of people in communities takes precedence over the (often insignificant) time saved for people driving through them.

Proposed Actions for Parish Councils

The plan is to approach the challenge as groups of collaborating Parish Councils and individual councils are therefore requested to:

- agree and adopt a Parish Council motion based on the template in Appendix 1 below, also available at: https://www.20splenty.org/parish_council_motion
- communicate benefits of 20mph to parishioners:
 - quality of life
 - link between speed and harm
- email Essex County Council (see email template in Appendix 2 below)
 - Address to Lead Member for Highways Maintenance and Sustainable Transport at Essex County Council (Cllr Lee Scott)
 - Local representatives in ECC – district and county councillors
- identify a resident (councillor or non-councillor) to register a "20's Plenty" Campaign in your parish. Do this online here: https://www.20splenty.org/form_a_campaign

Proposals for the implementation of the plan

- Base programme on the low-cost, whole-community "wide-area" approach as adopted in Scottish Borders, Oxfordshire, Cornwall.

(see https://www.20splenty.org/universal_demand_for_20 and https://www.scotborders.gov.uk/news/article/4202/permanent_20mph_plans_approved).

- 20mph speed limit everywhere where people mix with cars and not linked to road status in “roads hierarchy”, PR1, PR2 etc.
- Adopt 20mph throughout Essex instead of 30mph as the default speed limit where people and motor vehicles mix, with higher limits the exception not the rule.
- Create a uniform and consistent speed-limit practice across Essex so that it is simple and consistent for drivers.
- Cluster communities together to seek implementation in groups, such as contiguous communities in an area bounded by main roads.
- Road signs only, low-cost installation.
 - Starting assumption that no civil engineering required; possibly small amount if it proved appropriate but not part of the main programme.
 - There is no need to delay the process or introduce the cost of additional data collection: adequate data is available from existing programmes elsewhere in UK.

Appendix 1: Template Motion for PCs to agree

[Your Parish or Town council name]:

- supports the 20's Plenty for Essex campaign,
- calls on Essex County Council to implement 20mph in [your place] and
- will write to Essex County Council to request 20mph speed limits on streets throughout the county where people live, work, shop, play or learn, with 30mph as the exception on those roads, where full consideration of the needs of vulnerable road users allows a higher limit.

Appendix 2: Template email that can be used to write to Essex County Council.

FAO: Cllr Lee Scott, Essex County Council Cabinet Member for Sustainable Transport

CC: Our local representative on ECC, our local District, Borough or City Councillor.

Address: Members' Suite, Essex County Council, PO Box 11, CMI ILX

Email: cllr.lee.scott@essex.gov.uk

Setting 20mph as the default speed limit in towns and villages in Essex

[xxxx] Parish Council requests Essex County Council to adopt 20mph as the default speed limit for urban and village roads in the county. A higher limit can be set as an exception, where there is evidence that it will be safe for pedestrians and cyclists. Regarded as global best practice, the UK government committed itself to 20mph speed limits by signing the 2020 Stockholm Declaration.

Vehicle size has been slowly increasing as carmakers build in more safety and comfort for occupants, so people drive faster without realising.

Stopping distance at 20mph is about half compared to 30mph. Road accidents lead to fewer serious injuries for occupants but not pedestrians. Harm from being hit by a car is proportional to square of speed, so speed has bigger impact than even size of car.

The benefits of 20mph are clear: better for children, better for the elderly, better for pedestrians, better for cyclists and better for disabled. 20mph reduces road casualties and emissions, makes it more likely that people will walk or cycle and has almost no effect on journey times for those in motor vehicles.

20mph is popular. In survey after survey, around 7 in 10 people say they support 20mph speed limits. 28m people in the UK live in local authorities that have committed to a 20mph speed limit on most urban and village roads. Essex is rapidly becoming an outlier among Highways Authorities by endorsing speeds of 50% higher on most built-up roads.

Even where Essex County Council considers a 20mph scheme, its recommendation of high-cost engineering solutions effectively prevents many Parish Councils from implementing 20mph. A signed-only wide-area scheme combined with education is easier and better for everyone: cheaper for ECC and for communities, is more effective and doesn't impact emergency services.

We ask that you work with other decision makers and officers in Essex to set an authority-wide default 20mph limit for urban and rural community roads and make it easier for communities like ours to secure a speed limit of 20mph.

We also ask Essex County Council to write to the UK National Government and request that 20mph be made the national default speed on restricted roads, with 30mph as the exception where warranted.

Please keep me informed of your progress.

Signed:

For xxx Parish Council

Appendix 2: Template Motion for PCs to agree

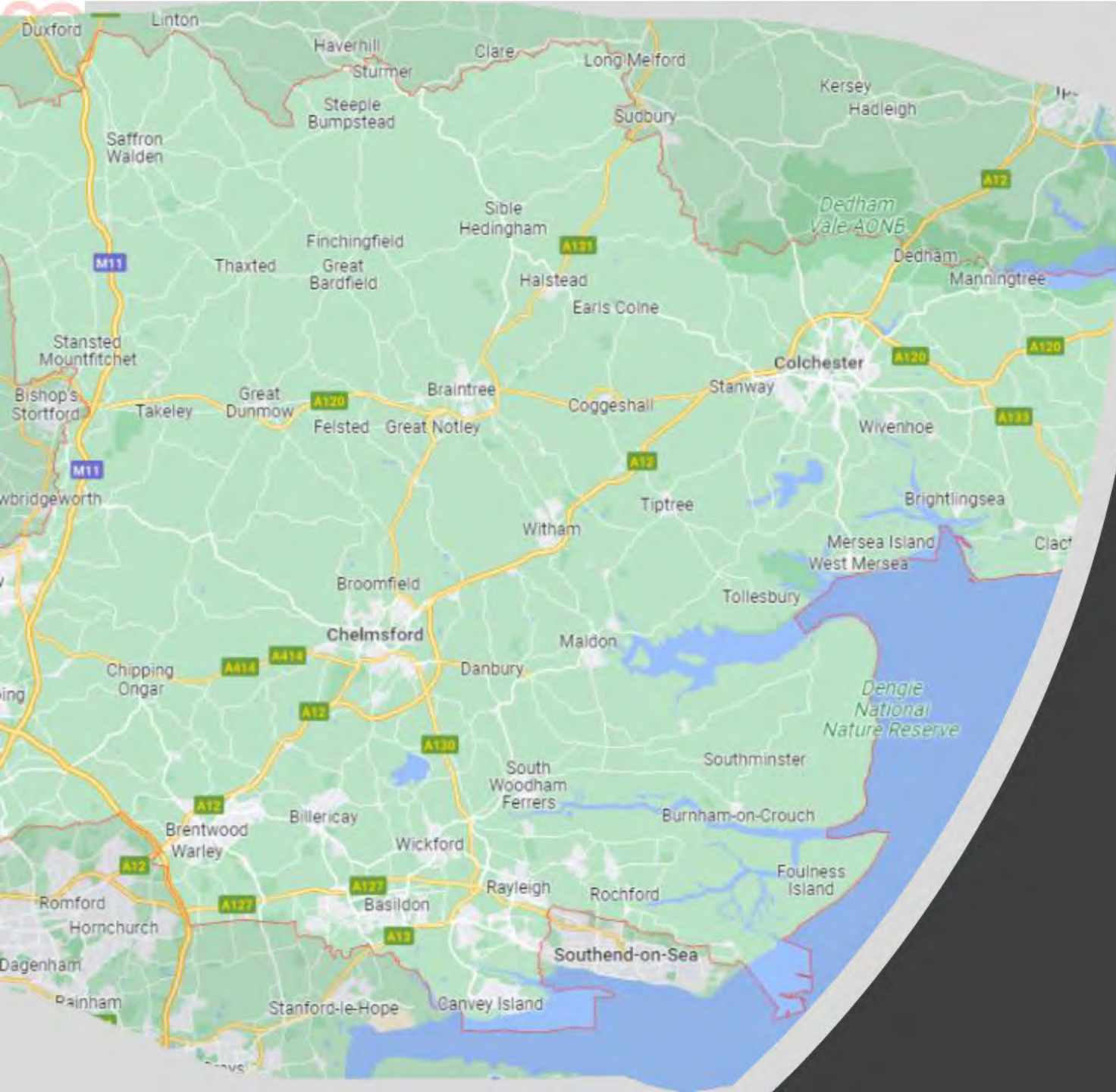
[Your Parish or Town council name]:

- Supports the 20's Plenty for Essex campaign;
- Calls on Essex County Council to implement 20mph in [your place]; and
- Will write to Essex County Council to request 20mph speed limits on streets throughout the county where people live, work, shop, play or learn, with 30mph as the exception on those roads, where full consideration of the needs of vulnerable road users allows a higher limit.

Appendix 3: Existing regulatory policies

Policy	Status	Action
ECC Vision Zero https://bit.ly/3N9WKPI https://bit.ly/3N9WKPI	Awaiting Road Hierarchy review; speed reduction commentary excludes specific mention of 20mph	Request ECC to prioritise Vision Zero
ECC Speed Management review	Stalled, awaiting ECC road hierarchy review	Propose to ECC to adopt the principle of wide area 20mph ahead of the ECC Road Hierarchy review
ECC Roads Hierarchy review	Currently a bottleneck to progress, but also arguably not relevant	Request ECC to prioritise but emphasise that not needed for 20mph (see above)

<p>Dept for Transport guidance on setting local speed limits</p> <p>https://bit.ly/3sBZ0WK</p>	<p>Reference to 24mph threshold by ECC precludes / makes 20mph expensive</p>	<p>Emphasise that plenty of Local Authorities are implementing 20mph without referring to pre-existing speeds</p>
<p>Stockholm Declaration</p> <p>https://bit.ly/3SG0gCG</p>	<p>UK National Government supports declaration of 20mph / 30kph as the maximum speed limit where people and motor vehicles mix</p>	<p>Ask ECC to lobby UK Government for a national default speed of 20mph on restricted roads</p>



20's Plenty for Essex Nov-22

Adrian Berendt
Daniel Kenning



Why 20mph?

- 1mph slower => 6% fewer collisions
- 30mph vs. 20mph => c.7x fatality risk for a pedestrian





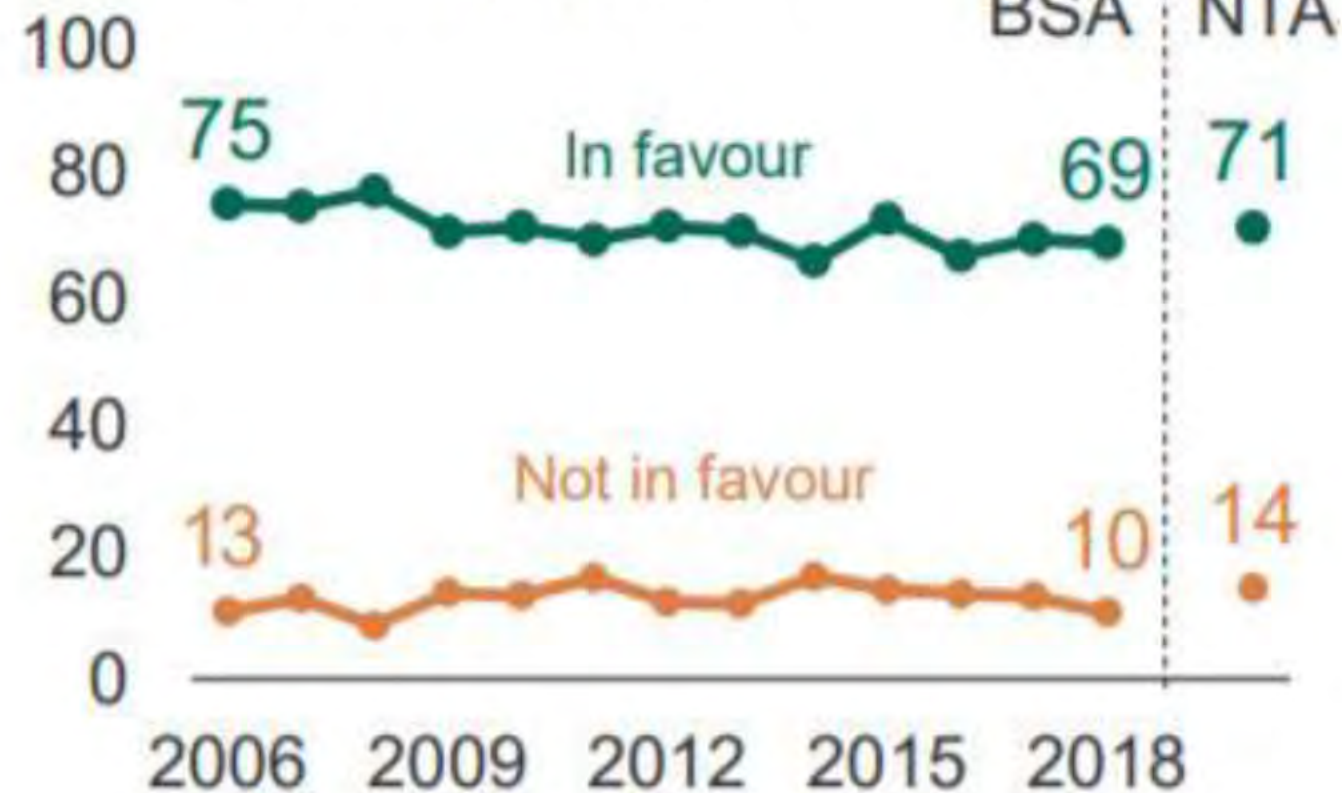
Benefits

- **Economic**
 - Better for local business
 - 20%+ fewer casualties
 - Independent mobility for young and old
- **Social**
 - Better for health
 - More walking and cycling
 - People take precedence over motor vehicles
 - Stronger communities
- **Environmental**
 - Climate-friendly
 - Reduces pollution
 - Less noise

20mph
consistently
popular

Speed limits of 20mph in residential streets

Per cent of respondents



Scope: England, 18+



NEWS

29th January

Edinburgh 20mph speed limit cuts crashes by a third



By Caitlin Hutchison | [Twitter](#) CaitlinHutchie



Edinburgh 20mph speed limit effective in reducing accidents on the roads, research shows

Typically, 20mph means 20% fewer casualties. Edinburgh saw a larger reduction

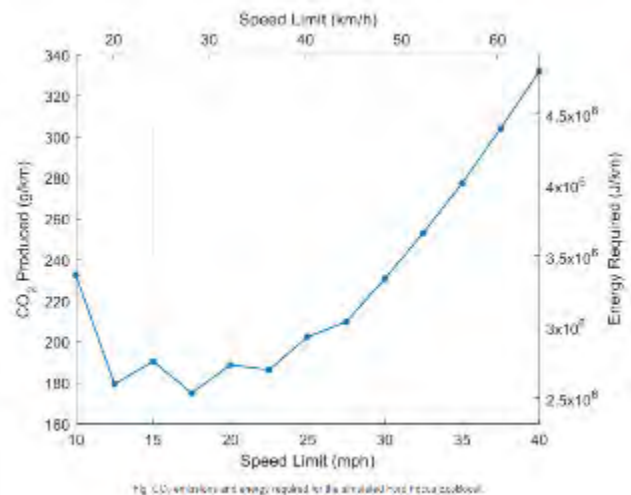
From 17th
September 2023

“In Wales:
20mph normal;
30mph an
exception”





Energy (Joules) required for a 1000kg car to reach a maximum speed

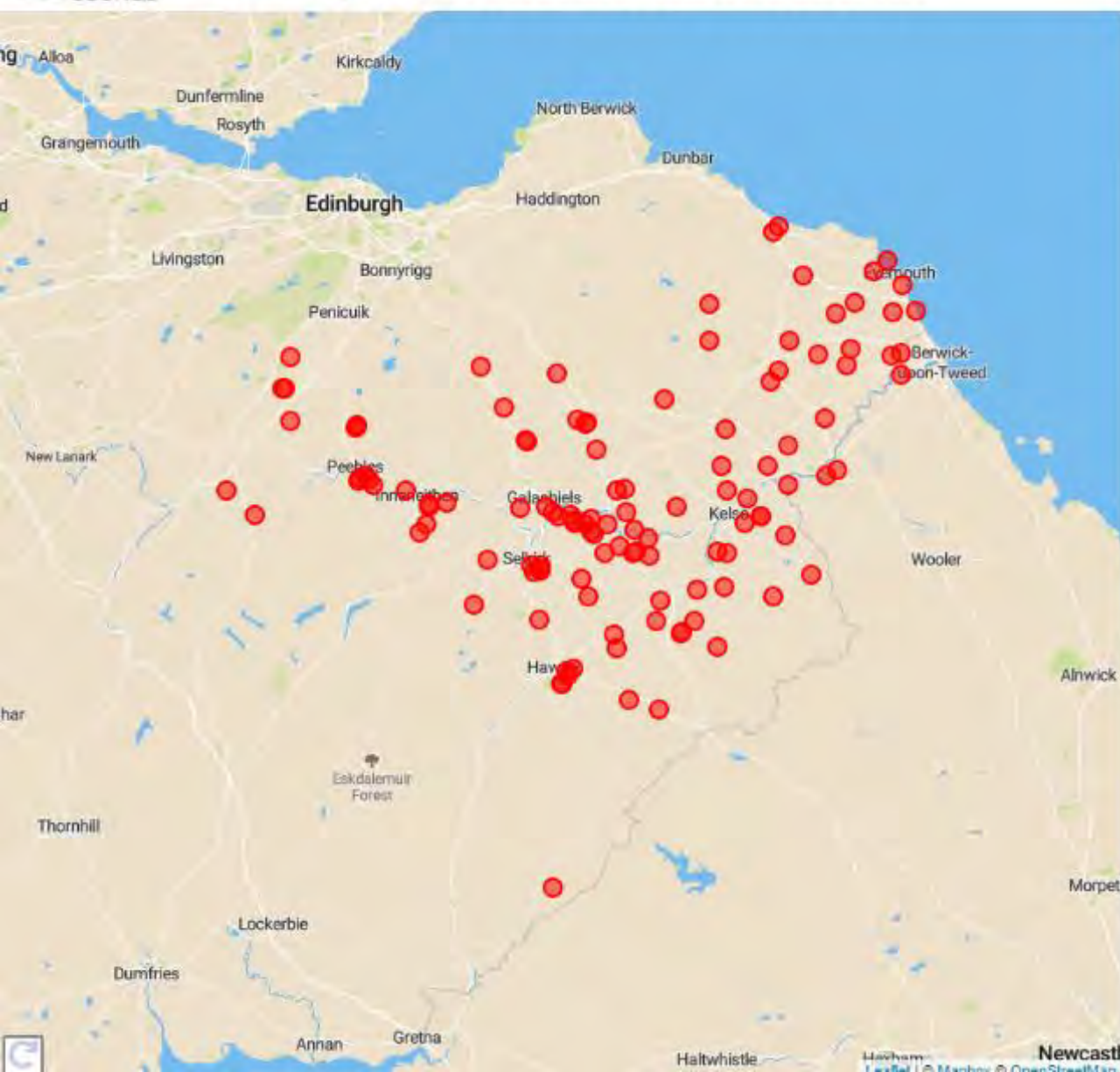


Emissions

CO₂ / NO_x
1/3 higher
at @ 30mph



Traffic Speed and Volume Dashboard



Combined

5 Day Avg



Average Speed (mph)

Time Period	Before	After	Diff	%Diff
08:00-09:00				
15:00-16:00				
06:00-22:00				
06:00-24:00				
07:00-19:00				
All Day				

Speed difference between Before and After surveys (mph)

(00:00 - 24:00)

(07:00 - 19:00)

85th %ile Speed (mph)

Time Period	Before	After	Diff	%Diff
08:00-09:00				
15:00-16:00				
06:00-22:00				
06:00-24:00				
07:00-19:00				
All Day				

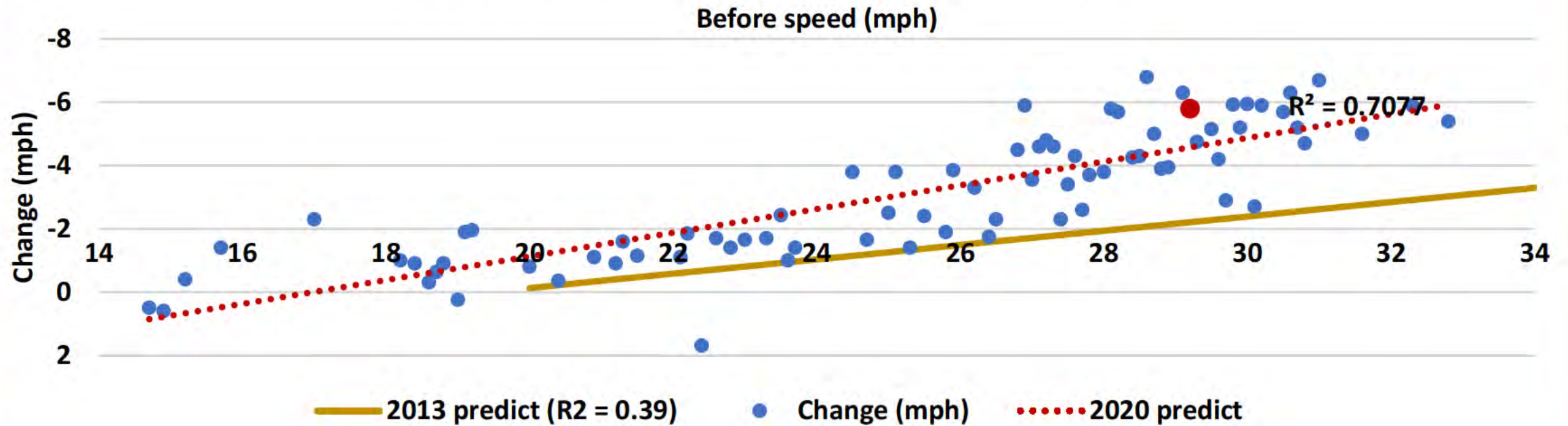
Speed difference between Before and After surveys (mph)

(00:00 - 24:00)

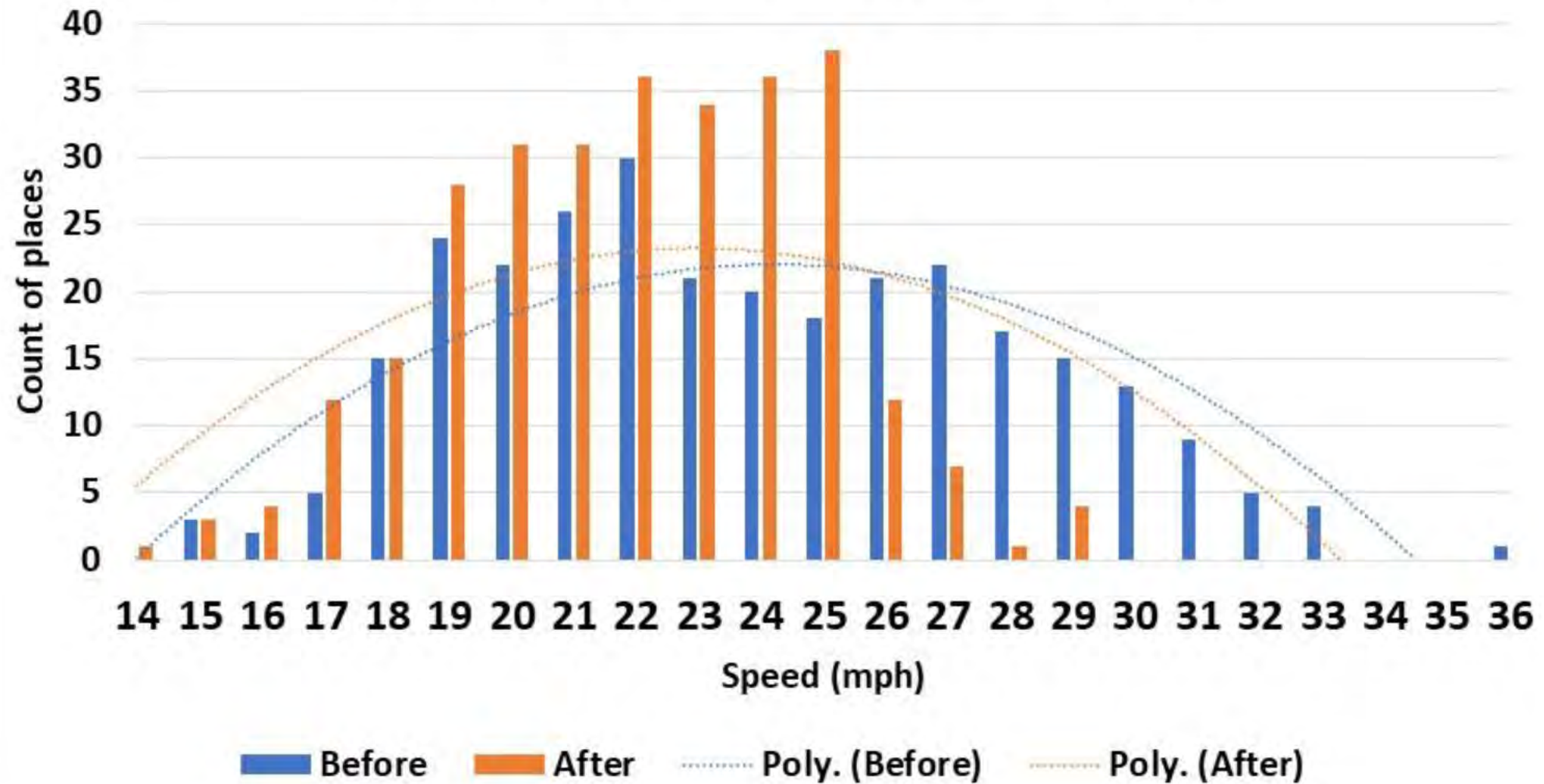
(07:00 - 19:00)

[Click here for access to Pedestrian and Cyclist Accidents](#)

Scottish Borders Council Mean speed change post 20mph introduction




Speeds before & after 20mph implemented



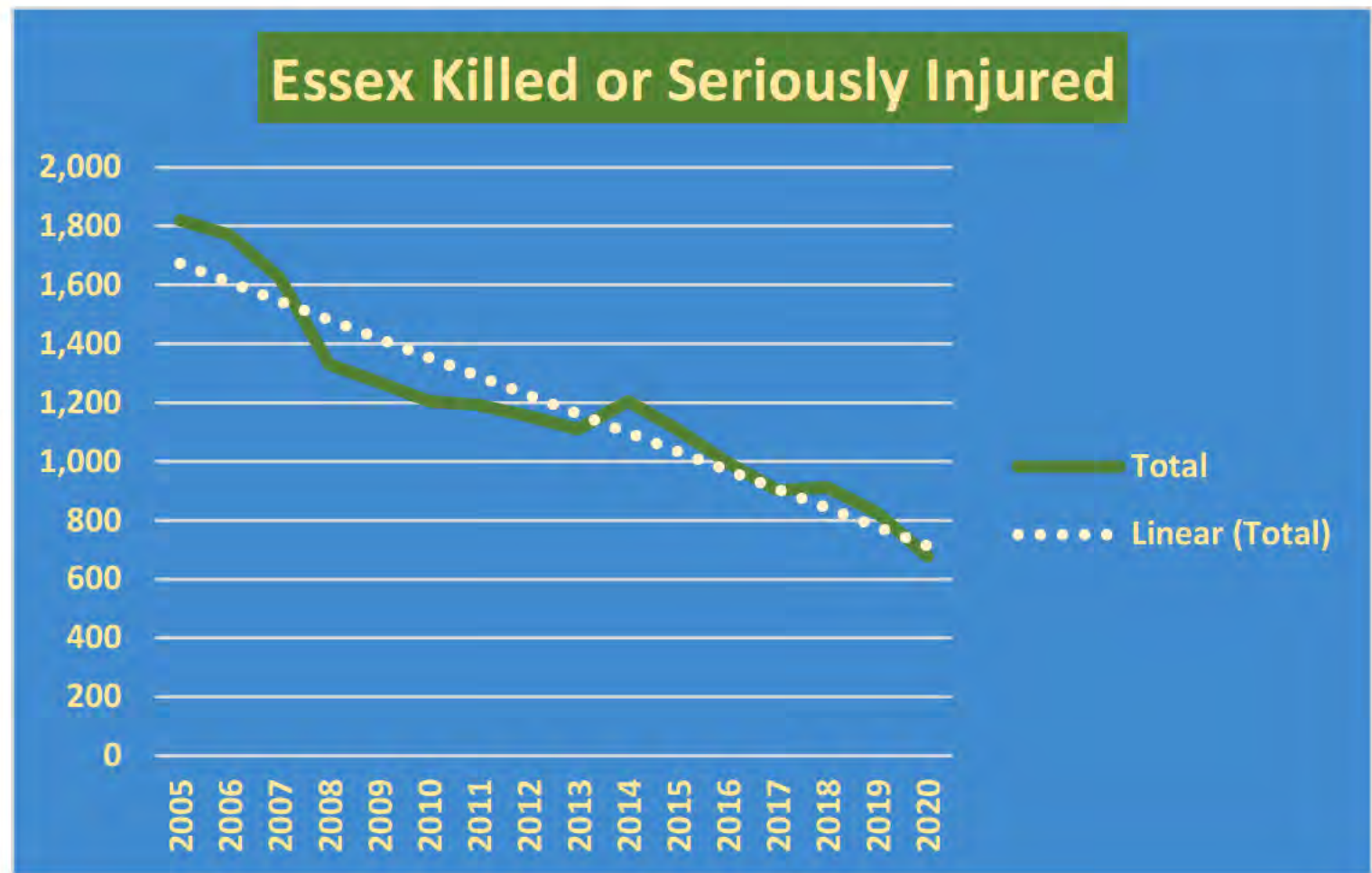
Progress in Essex: 1



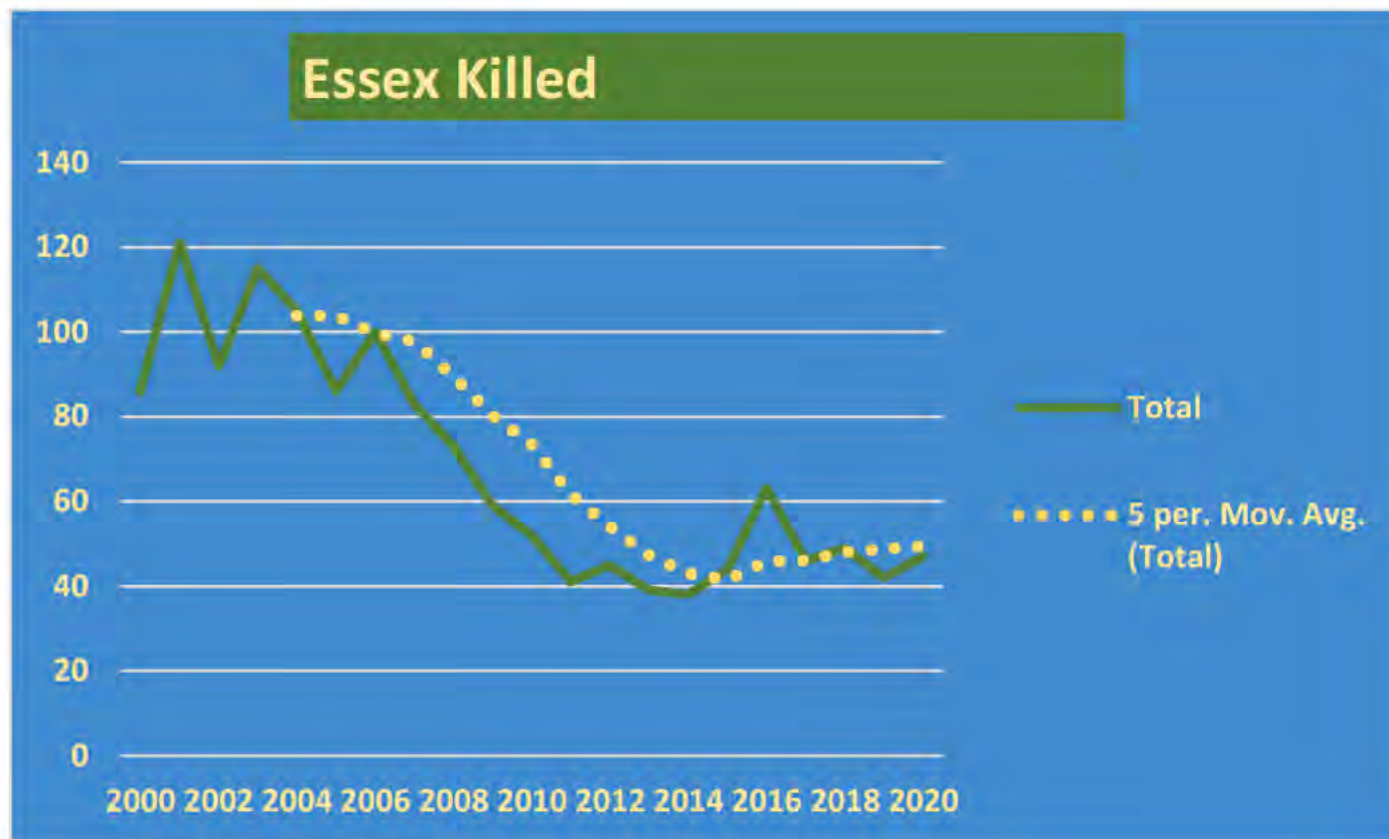
[About](#) [Road users](#) [Education](#) [Training](#) [Police](#) [Vision Zero](#) [Extra Eyes](#) [Collision data](#)

**VISION
ZERO** 
NO ROAD DEATHS

Progress in
Essex: II
...but...



...no progress on road deaths since 2010...





To achieve compliance there should be no expectation on the police to provide additional enforcement beyond their routine activity, unless this has been explicitly agreed."

The County Council commends the DfT for the consideration in respect of variable 20mph limits of a more cost-effective sign indicating "20mph when lights flash" and should the evidence regarding the level of driver compliance prove to be positive the possible consideration of this sign as part of the DfT's sign review.

Essex policy is to ration 20mph:

- DfT guidance (2013) supersedes
- Treats 20mph as an exception
- Series of criteria puts barriers in the way
- Over engineered solutions
- Etc, etc

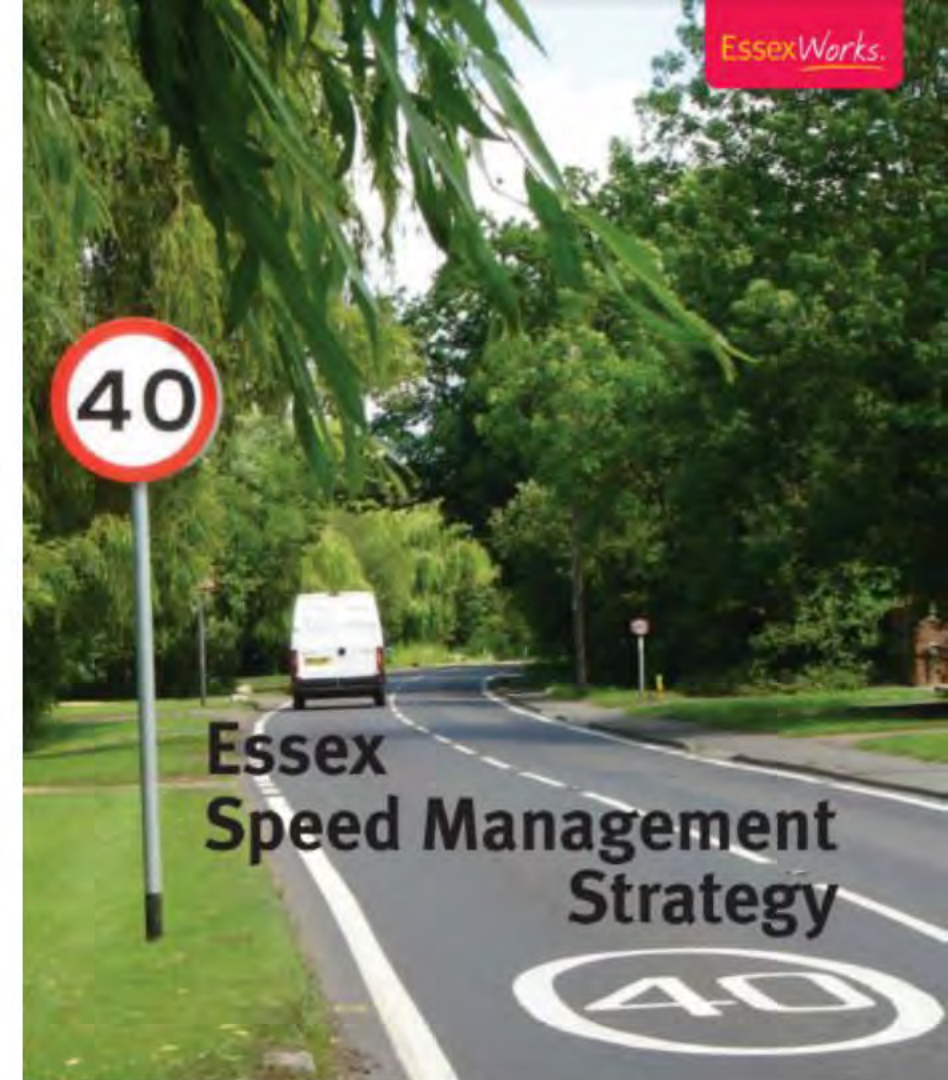
demonstrate a collision saving and added benefits including improvements in quality of life and community benefits and encouragement of healthier and more sustainable transport modes such as walking and cycling. This will not preclude the County Council from considering schemes that are financed from other sources.

Councillor Norman Hume

Cabinet Member for Highways and Transportation

March 2010

EssexWorks.



Addendum

Following the consultation and consideration by the Safer and Stronger Communities Policy and Scrutiny Committee on the Essex Draft Speed Management Strategy the Department for Transport (DfT) issued a call for comments on revisions of DfT's speed limit circular 01/06. The letter requested that Highway Authorities used the advice contained in the letter to continue with their speed management activity until final guidance is issued in spring 2010.



Next steps

1. Form a local campaign



2. Pass a 20mph motion



Ask your Parish or Town Council to vote for 20mph

20's Plenty for Us is asking Parish and Town Councils in **[your County]** to pass a motion to support the campaign for 20mph where people live, work and play. Each local council that does will help:

. Ask ECC to make 20mph the default



Towns and villages with 20mph on most roads

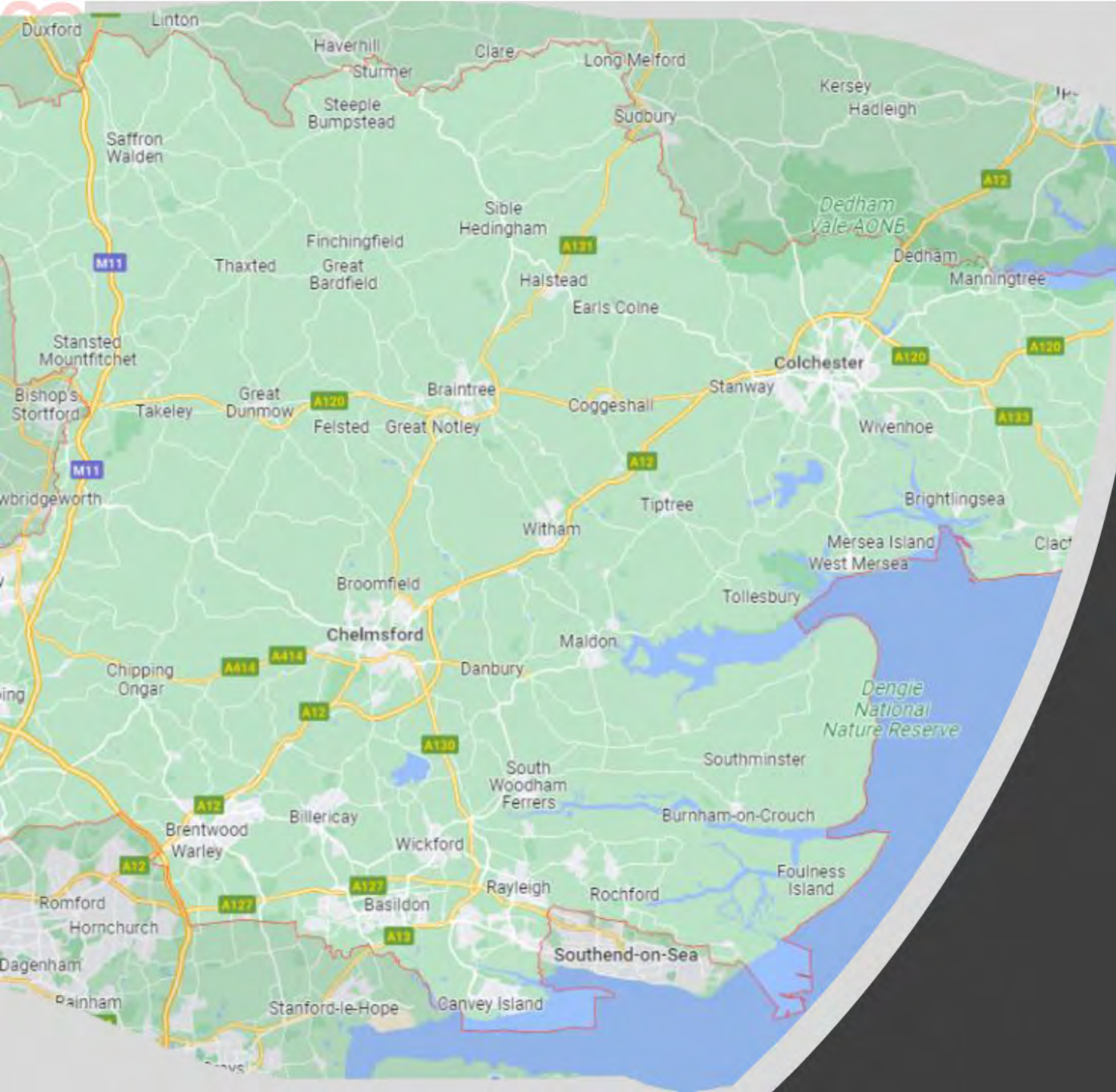
And... 4: buy resources to support





next steps — your views welcome

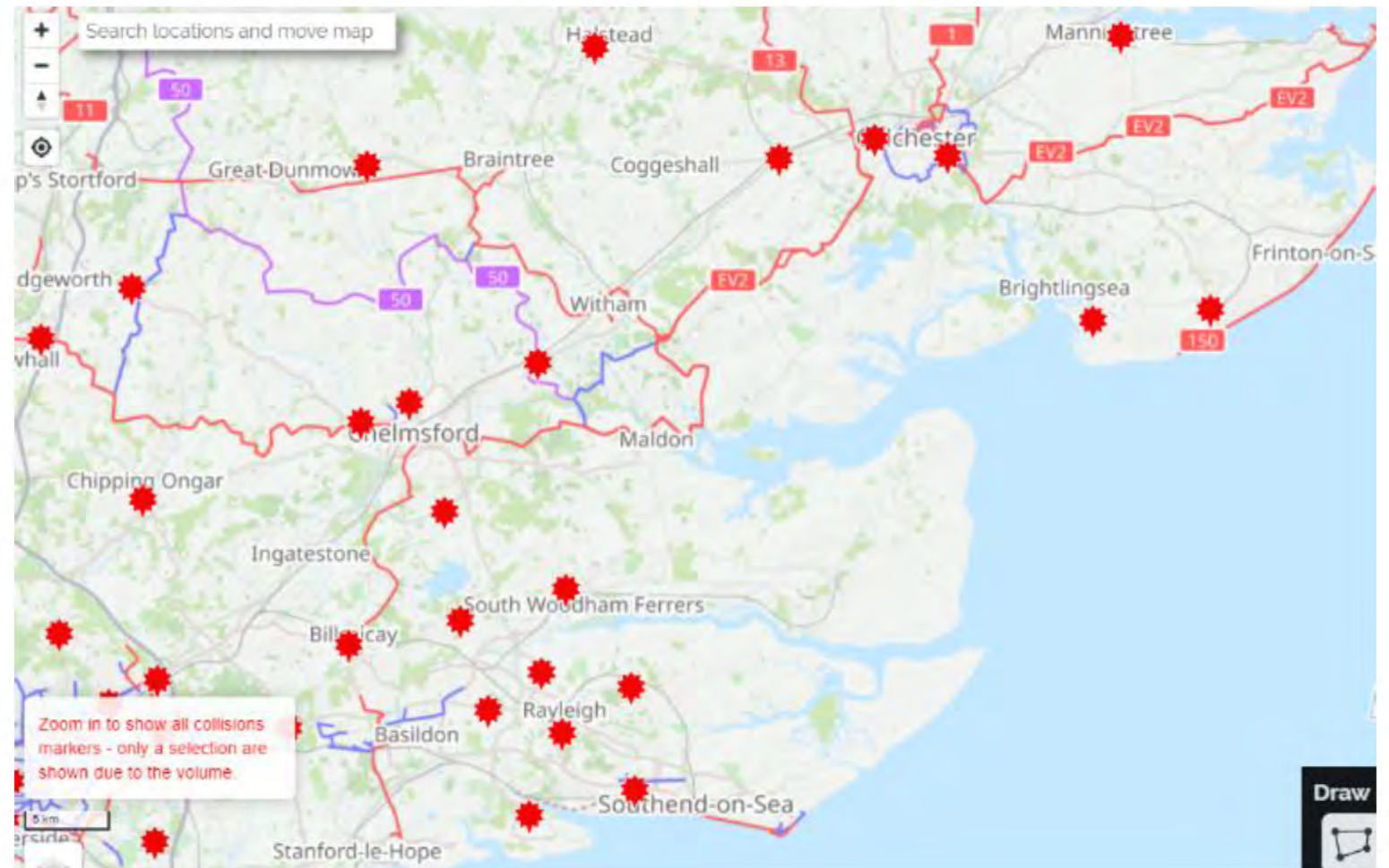




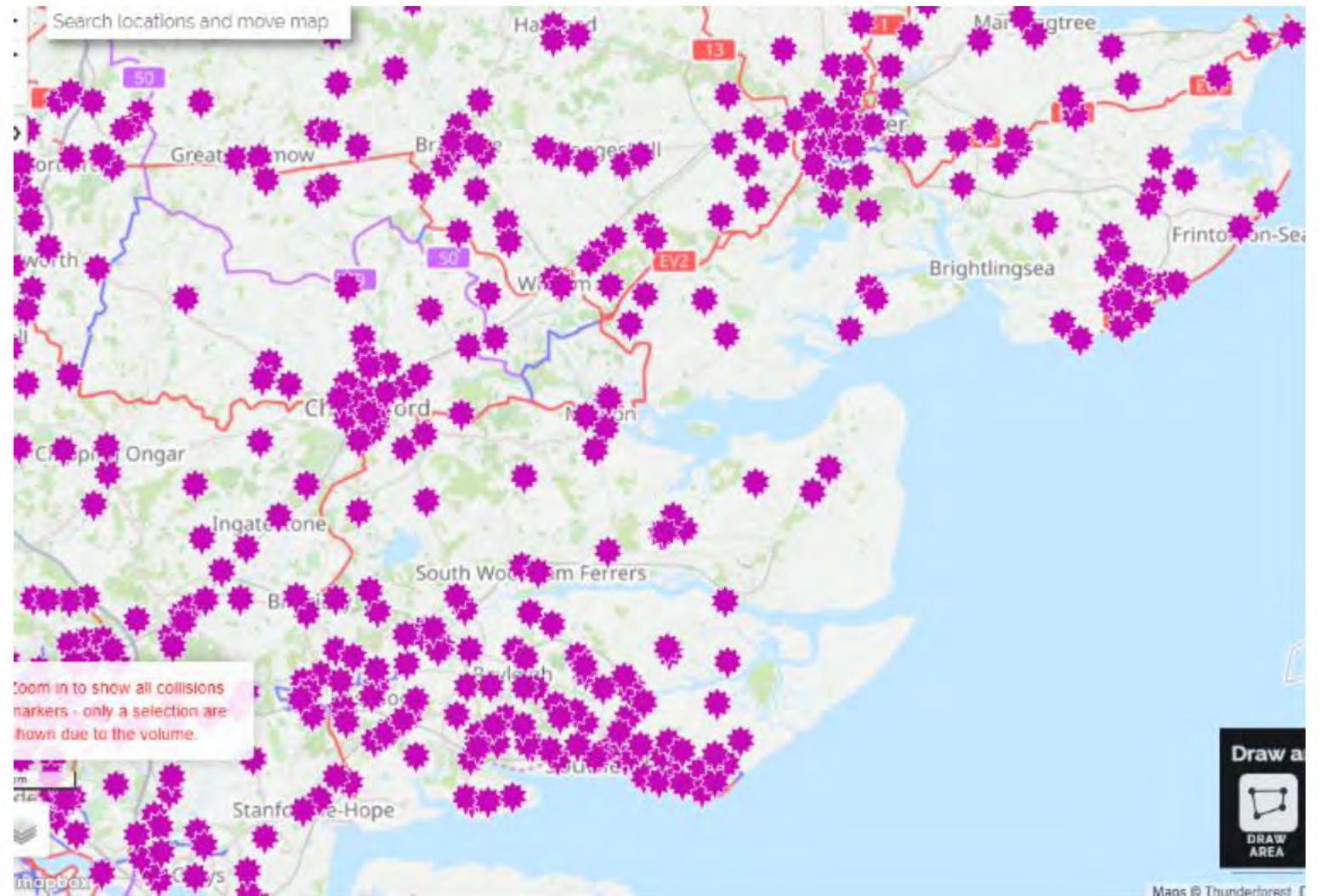
Thank you!

Adrian Berendt

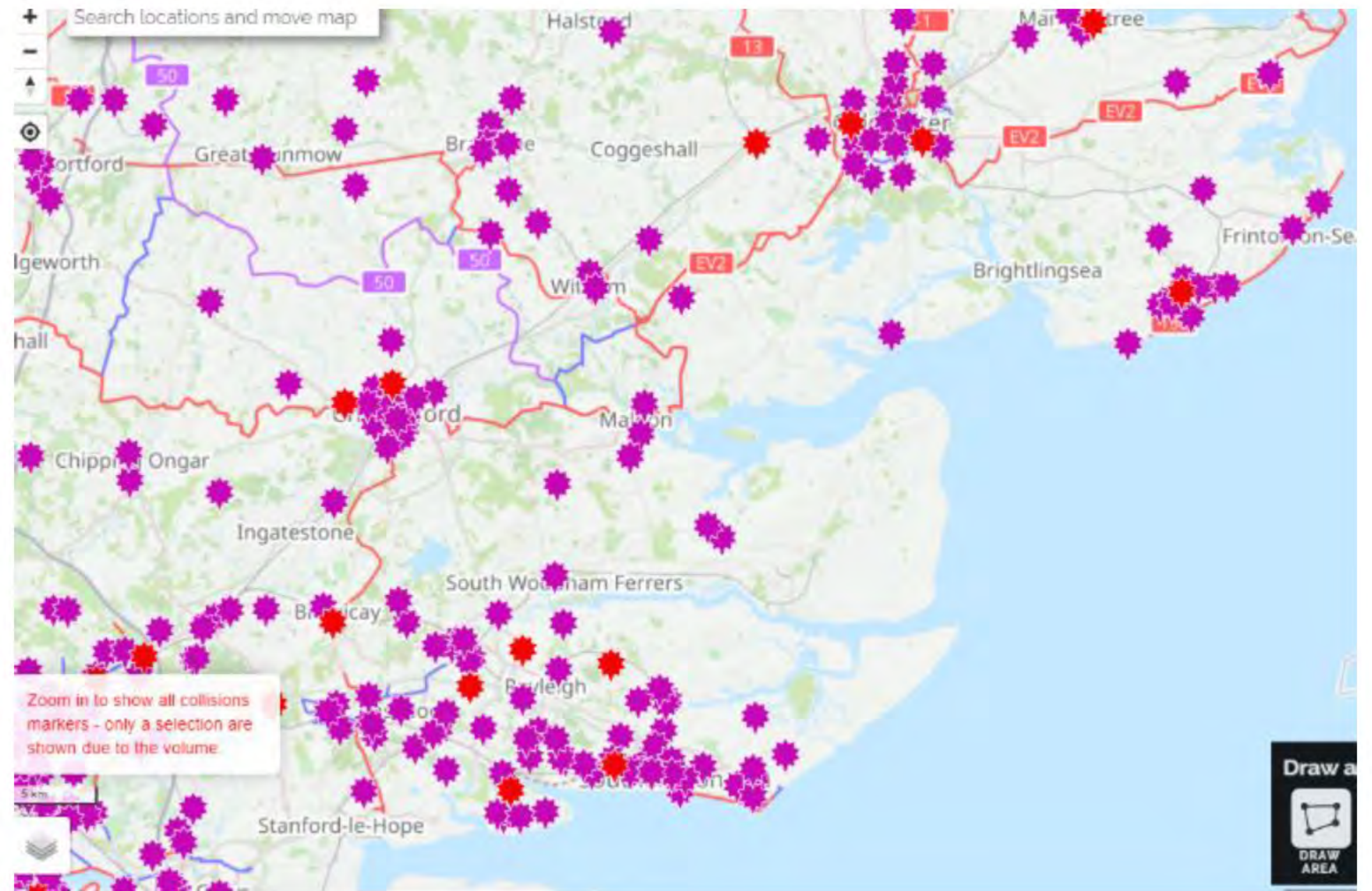
Essex killed:
dispersed,
mostly faster
roads



Serious
Injuries:
more in
urban areas



Pedestrian &
cyclist KSIs
mostly urban
centres



TOLLESHUNT D'ARCY PARISH COUNCIL

www.tolleshuntدارcypc.org

Chairman: John Smith - 07505 008891

Clerk: Michelle Curtis, PO Box 13205, Maldon
Essex CM9 9FU

Tel: 07483 325853

email: clerk@tolleshuntدارcypc.org



Our ref:

TDPC/MC/47-22

Date:

13th December 2022

Dear Councillors and Parish Clerk,

We recently attended the online meeting facilitated by EALC to discuss the 20's Plenty campaign in Essex. Over forty parish councils from around Essex were represented and the overriding feeling was that vehicles travelling too fast for the environment was a problem that affected all areas and was a frequent serious concern of parishioners.

It was accepted that achieving a 20mph speed limit in individual villages is very difficult, time-consuming and virtually unachievable. This campaign is asking parishes across Essex to contact Essex County Council asking for a change in the current policy of 30mph minimum, adopt a new "wide area approach" and implement a 20mph limit across the whole county "where people and motor vehicles mix".

If successful, the obvious benefits would be a safer and calmer environment for motorists and pedestrians and reduced air and noise pollution.

It is thought a more powerful argument would be clusters of communities acting together to seek implementation in groups, e.g. all contiguous communities within an area bounded by main roads - hence us contacting you.

If you wanted to support this campaign, your Parish Council could adopt a motion stating "We would like a 20mph speed limit" and write to Essex County Council requesting them to adopt 20mph as the default speed limit for urban and village areas roads in the county. There is further information and templates in the attachment and you can also visit the 20s Plenty website at www.20splenty.org.

Yours sincerely

M. Curtis

Michelle Curtis

Clerk to the Council

Parish / Town Council	Month	Total Number of Hours
Tollesbury	May	3
PCNs Issued	FPNs Dog Fouling	FPNs Litter Fouling
1	0	0
ASB Issues	VMO (Vehicle Moved On)	
0	2	
Any Other Details		

Officer	Date	Parish	Start	Finish	Total	Patrol Area	COMMENTS ON PATROL
AR/DR	06/05/2023	Tollesbury	14:20	14:50	00:30	On street patrol- various	
BC	17/05/2023	Tollesbury	08:30	10:00	01:30	Village	School patrol and check of station Rd and recreation ground, all ok.
						various on street Playing field Playsite Woodrolfe toilets Woodrolfe rd	checked sites/dog foul patrol/on street parking no concerns to raise
DR	30/05/2023	Tollesbury	10:40	11:40	01:00		
					3:00:00		