



## Tollesbury Parish Council

Notice is hereby given that the Meeting of Tollesbury Parish Council will be held on **Tuesday 19<sup>th</sup> September 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

12<sup>th</sup> September 2023

Councillors: S Plater (Chairman), S Hawes (Vice-Chairman), M Bell,  
R Clare, A Ferneyhough, P Gilbert, 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 5<sup>th</sup> September 2023

## 6. Planning Applications and Decisions

### 6.1 Planning Applications

Applications are circulated to all Councillors with the agenda for study ahead of the meeting. Planning documents are also available for everyone to view on Essex County Council's website ([www.essex.gov.uk](http://www.essex.gov.uk)).

To consider planning applications received from Essex County Council including the following:

**Application No:** CC/MAL/71/23

**Proposal:** Installation of a ground-mounted solar array and ground source heat pump. Together with the replacement/upgrading of the existing building windows and doors and other works including additional fencing and landscaping

**Location:** Tollesbury County Primary School, East Street, Tollesbury

### 6.2 Planning Decisions

To receive notification of planning decisions from Maldon District Council.

LDP/MAL/23/00575 - 49 North Road – Refused

HOUSE/MAL/23/00547 - Marsh Bungalow Old Hall Lane – Approved

HOUSE/MAL/23/00386 and LBC/MAL/23/00387 - Rolls Farm 3 Prentice Hall Lane – Approved

TCA/MAL/23/00612 - The Stables East Street - Approved

HOUSE/MAL/23/00577 – 11 Orchard Close – Approved

OUT/MAL/23/00488 – Land Adjacent To 31 Woodrolfe Road - Approved

PDE/MAL/23/00433 - May Cottage Waterworks Road – Refused

HOUSE/MAL/23/00683 – 2 The Chase – Approved

HOUSE/MAL/23/00658 – 47 West Street - Approved

### 6.3 Planning Appeals

To receive notification of Planning Appeals from Maldon District Council.

### 6.4 Planning Appeal Decisions

To note appeal decisions made by the Planning Inspectorate

**6.5 Tree Preservation Orders for information**  
To note TPOs made by Maldon District Council.

**7. Neighbourhood Plan**

- 7.1 To resolve to adopt the Housing Needs Survey dated June 2023
- 7.2 To approve the draft summary of the Housing Needs Survey for public distribution.
- 7.3 To resolve to explore Community Led Housing
- 7.4 To resolve to have a discussion with Hastoe regarding affordable housing
- 7.5 To resolve to have a discussion with Maldon District Council Housing Department
- 7.6 To agree on the framework and next steps to progress the Neighbourhood Plan

**8. Climate Change**

To discuss any issues relating to Climate Change

**9. Telephone Kiosk**

**9.1 Appeal: Reconsideration of TCP Proposal for Heritage Telephone Kiosk**

To receive an email from a resident to initiate the appeal process regarding the decision to repurpose the heritage telephone kiosk as a Tollesbury Climate Partnership

**9.2 Telephone Kiosk Update**

To receive a verbal update/information regarding the telephone kiosk.

**10. Woodrolfe Hard**

To consider the proposal from the Woodrolfe Hard Committee for maintenance works

**11. Recreation Ground**

To consider the proposal from the Recreation Ground Committee for maintenance works

**12. Grounds Maintenance Contract**

To review the Ground Maintenance Contract works specifications

**13. Administration**

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

**14. Community Matters**

To receive information only or note future agenda items

**15. Dates of the Next Meetings**

Tuesday 3<sup>rd</sup> October 2023 – Full Council Meeting – 7.30pm – Pavilion

Wednesday 4<sup>th</sup> October 2023 – Finance Committee – 7.30pm – Pavilion

Tuesday 10<sup>th</sup> October 2023 – Woodup Pool Committee – 7.00pm – Pavilion

Tuesday 17<sup>th</sup> October 2023 – Full Council Meeting – 7.30pm – Pavilion

Tuesday 7<sup>th</sup> November 2023 - Full Council Meeting – 7.30pm – Pavilion

Monday 13<sup>th</sup> November 2023 – Woodrolfe Hare Committee – 7.30pm – Pavilion

Tuesday 21<sup>st</sup> November 2023 - Full Council Meeting – 7.30pm – Pavilion

Tuesday 21<sup>st</sup> November 2023 – Environment & Amenity Committee –  
Following the Full Council meeting – Pavilion

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

**Clerk:** Michelle Curtis

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

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

**Town and Country Planning Act 1990**  
**Weekly List Of Decisions**  
**Week Ending 11 August 2023**



**LDP/MAL/23/00575      Tollesbury West**

Claim for lawful development certificate for proposed demolition of existing rear extension and erection of a single storey rear extension. Changes to fenestration  
49 North Road Tollesbury Maldon Essex  
(UPRN - 100090562906)  
Mr Peter Thompson

**REFUSE** for the following reason:-

The proposed extension would not fall within the tolerance of Class A of Part 1, of Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended), as it exceeds the tolerances of Class A (f) by extending beyond the rear wall of the original dwelling house by more than 3 metres

Officer: Jade Elles  
Dated : 10/08/2023

**Town and Country Planning Act 1990**  
**Weekly List Of Decisions**  
**Week Ending 4**



**HOUSE/MAL/23/00547 Tollesbury West**

Proposed single storey side and rear extension. Replace existing east elevation window with double doors and 2No. new solar tubes on existing roof slope. Marsh Bungalow Old Hall Lane Tolleshunt D'Arcy Maldon (UPRN - 200000913240)  
Mr & Mrs Michael & Beverly Hughes

**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: 01 and 02A.

**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 be as set out within the drawing 02A hereby approved.

**REASON**

In the interest of the character and appearance of the area in accordance with policies D1, D3 and H4 of the approved Local Development Plan and guidance contained within the National Planning Policy Framework.

## **POSITIVE AND PROACTIVE STATEMENT**

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

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

Officer: Jade Elles  
Dated : 28/07/2023

**Town and Country Planning Act 1990**  
**Weekly List Of Decisions**  
**Week Ending 11 August 2023**



**HOUSE/MAL/23/00386 Tollesbury West**

Remove 1950s external cement render, repair timber frame, introduce insulation, and apply external lime render. Work on the north and south walls of the east cross-wing has already been carried out.

Rolls Farm 3 Prentice Hall Lane Tollesbury Maldon  
(UPRN - 100090563346)

Miss Lianne Moule

**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: Location Plan and 2023-09\_01.

**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 be as set out within the application form/plans.

**REASON**

In the interest of the character and appearance of the area in accordance with policies D1, D3 and H4 of the approved Local Development Plan and guidance contained within the National Planning Policy Framework.



## **POSITIVE AND PROACTIVE STATEMENT**

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

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

Officer: Jade Elles  
Dated : 09/08/2023

-----

### **LBC/MAL/23/00387          Tollesbury West**

Remove 1950s external cement render, repair timber frame, introduce insulation, and apply external lime render. Work on the north and south walls of the east cross-wing has already been carried out.

Rolls Farm 3 Prentice Hall Lane Tollesbury Maldon  
(UPRN - 100090563346)  
Miss Lianne Moule

**GRANT LISTED BUILDING CONSENT** 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: Location Plan and 2023-09\_01.

**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 be as set out within the application form/plans.

REASON

In the interest of the character and appearance of the area in accordance with policies D1, D3 and H4 of the approved Local Development Plan and guidance contained within the National Planning Policy Framework.

4 CONDITION

Where wattle-daub-panels are found to survive, these shall be preserved or repaired in situ.

REASON

In the interest of the character and appearance of the area in accordance with policies D1, D3 and H4 of the approved Local Development Plan and guidance contained within the National Planning Policy Framework.

5 CONDITION

Any new insultation between the studs shall be sheep's wool, unless otherwise agreed in writing by the Local Planning Authority prior to the introduction of insultation.

REASON

In the interest of the character and appearance of the area in accordance with policies D1, D3 and H4 of the approved Local Development Plan and guidance contained within the National Planning Policy Framework.

6 CONDITION

Following the removal of the render, notice will be given to the Council's Conservation and Heritage Specialist, allowing an opportunity for the exposed timber frame to be inspected and recorded before it is covered again.

REASON

In the interest of the character and appearance of the area in accordance with policies D1, D3 and H4 of the approved Local Development Plan and guidance contained within the National Planning Policy Framework.

Officer: Jade Elles  
Dated : 09/08/2023

**Town and Country Planning Act 1990**  
**Weekly List Of Decisions**  
**Week Ending 4**



**TCA/MAL/23/00612**      **Tollesbury East**  
T1 Cyprus - Fell  
The Stables East Street Tollesbury Maldon  
(UPRN - 100091258026)  
Emma Stephens

**ALLOWED TO PROCEED**

Officer: Jade Elles  
Dated : 28/07/2023



**Town and Country Planning Act 1990**  
**Weekly List Of Decisions**  
**Week Ending 18<sup>th</sup> August 2023**

**HOUSE/MAL/23/00577 Tollesbury East**

Front porch  
11 Orchard Close Tollesbury Maldon Essex  
(UPRN - 100090563018)  
Mr Jon Steward

**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) of the Town and 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:

- Site Location Plan
- JS001 Existing Ground Floor Plan
- JS002 Existing Elevations
- JS003 Proposed Ground Floor Plan
- JS004 Proposed Elevations
- JS005 Block and Location Plans
- JS006 Street Scene

**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 policy D1 of the approved Local Development Plan, guidance contained within the National Planning Policy Framework and the Maldon District Design Guide.

4 CONDITION

The proposed window on the side (west) elevation shall be glazed with opaque glass and shall be retained as such thereafter.

REASON

In the interest of protecting neighbouring amenity 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: Juliet Kirkcaldy  
Dated : 14/08/2023



**Town and Country Planning Act 1990**  
**Weekly List Of Decisions**  
**Week Ending 25<sup>th</sup> August 2023**

**OUT/MAL/23/00488 Tollesbury East**

Outline planning application with all matters reserved for the erection of a 2 bedroom two storey dwelling  
 Land Adjacent To 31 Woodrolfe Road Tollesbury Essex  
 (UPRN - 010094634611)  
 Ms & Mr J & I May & Pettican

**APPROVE** subject to the following conditions:-

1 **CONDITION**

The development shall be carried out in accordance with plans and particulars relating to the appearance, landscaping, layout and scale of the site (hereinafter called "the reserved matters"), for which approval shall be obtained from the local planning authority in writing before any development is begun. The development shall be carried out fully in accordance with the details as approved.

**REASON**

The application as submitted does not give particulars sufficient for consideration of the reserved matters.

2 **CONDITION**

Application(s) for the approval of the reserved matters shall be made to the local planning authority before the expiration of three years from the date of this permission.

**REASON**

To comply with the requirements of Section 92 of the Town & Country Planning Act 1990 (as amended).

3 **CONDITION**

The development hereby permitted shall be begun within two years from the date of the final approval of the reserved matters. The development shall be carried out as approved.

**REASON**

To comply with the requirements of Section 92 of the Town & Country Planning Act 1990 (as amended).

4 CONDITION

The development hereby permitted shall be carried out in accordance with the following plan and document:

Site location plan - EX958571 HM Land Registry Plan  
264277 Location Plan  
01 Site Plan  
02 Indicative Plans & Elevations  
Planning Statement

REASON

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

5 CONDITION

Prior to first occupation of the development, the proposed vehicular access shall be constructed at right angles to the highway boundary and to the existing carriageway as indicated on approved plan 01 Site Plan. The width of the access at its junction with the highway shall not be more than 4.5m wide and shall be provided with an appropriate dropped kerb vehicular crossing of the highway verge and footway. Full layout details to be agreed with the Highway Authority.

REASON

To ensure that vehicles can enter and leave the highway in a controlled manner in the interest of highway safety.

6 CONDITION

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

REASON

To avoid displacement of loose material onto the highway in the interest of highway safety.

7 CONDITION

Any new boundary planting shall be planted a minimum of 1 metre back from the highway boundary and any visibility splay.

REASON

To ensure that the future outward growth of any planting does not encroach the highway or interfere with the passage of users of the highway, to preserve the integrity of the highway and in the interest of highway safety.

8 CONDITION

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

REASON

In the interest of highway safety, to avoid parking which may obstruct the highway during the construction period and ensure loose materials and spoil are not brought out onto the highway in accordance with policy DM1 of the County Highway Authority's Development Management Policies, adopted as County Council Supplementary Guidance in February 2011.

9 CONDITION

The development shall not be occupied until facilities for the secure storage of cycles have been provided in accordance with details to be submitted to and approved in writing by the local planning authority and they shall be retained in perpetuity.

REASON

In the interests of reducing the need to travel by car and promoting sustainable development and transport in accordance with Policy S1, 13) and Policy T1 of the Local Plan.

10 CONDITION

No development works above ground level shall occur until details of the surface water drainage scheme to serve the development shall be submitted to and agreed in writing by the local planning authority. The agreed scheme shall be implemented prior to the first occupation of the development. The scheme shall ensure that for a minimum: 1) The development should be able to manage water on site for 1 in 100 year events plus 40% climate change allowance. 2) Run-off from a greenfield site for all storm events that have a 100% chance of occurring each year (1 in 1 year event) inclusive of climate change should be no higher than 10/l/s and no lower than 1/l/s. The rate should be restricted to the 1 in 1 greenfield rate or equivalent greenfield rates with long term storage (minimum rate 1l/s) or 50% betterment of existing run off rates on brownfield sites (provided this does not result in a runoff rate less than greenfield) or 50% betterment of existing run off rates on brownfield sites (provided this does not result in a runoff rate less than greenfield) You are advised that in order to satisfy the soakaway condition the following details will be required:- details of the area to be drained, infiltration rate (as determined by BRE Digest 365), proposed length, width and depth of soakaway, groundwater level and whether it will be rubble filled. Where the local planning authority accepts discharge to an adopted sewer



network you will be required to provide written confirmation from the statutory undertaker that the discharge will be accepted.

REASON

In the interest of sustainable development in accordance with Policy S1 7) and Policy D5 1) and 4) of the Local Plan and the provisions of the National Planning Policy Framework.

11 CONDITION

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

REASON

In the interest of public amenity and in accordance with Policy D1 4) and Policy D5 6) of the Local Plan.

12 CONDITION

Prior to the commencement of the development the applicant shall submit in writing a construction management plan to the local planning authority for approval. Within the construction management plan it must consider the following requirements: The applicant should ensure the control of nuisances during construction works to preserve the amenity of the area and avoid nuisances to neighbours and to this effect: a) no waste materials should be burnt on the site, instead being removed by licensed waste contractors; b) no dust emissions should leave the boundary of the site; c) consideration should be taken to restricting the duration of noisy activities and in locating them away from the periphery of the site; d) hours of works: works should only be undertaken between 0730 hours and 1800 hours on weekdays; between 0800 hours and 1300 hours on Saturdays and not at any time on Sundays and Public Holidays. If it is known or there is the likelihood that there will be the requirement to work outside of these hours or there will be periods where there will be excessive noise that will significantly impact on sensitive receptors Environmental Health at Maldon District Council must be notified prior to the works as soon as is reasonably practicable. The developer is advised to consult nearby sensitive noise premises and may be advised to apply for a Prior Consent under Section 61 of the Control of Pollution Act 1974. Care must be taken to prevent the pollution of ground and surface waters. This will include during works and the location of any hazardous materials including fuel from vehicles and equipment. Where any soils that are known to be contaminated are being excavated or exposed a site waste plan must be prepared in order to store, treat and dispose of the materials in accordance with the waste duty of care. It is recommended that advice is sought from the Environment Agency on this matter. Where there is a requirement for dewatering the site, the relevant consent must be sought from the Environment Agency. Where

there is a requirement to obstruct or alter watercourses a consent under section 23 of the Land Drainage Act must be obtained from Essex County Council.

REASON

In the interest of public amenity in accordance with Policy D1, 4) and Policy D2, 6) of the Local Plan.

13 CONDITION

Notwithstanding the provisions of Article 3 of the Town & Country Planning (General Permitted Development) (England) Order 2015 (as amended) (or any Order amending, revoking or re-enacting that Order) no garage, extension (including dormer windows or additional windows in elevations) or separate building (other than an ancillary outbuilding not exceeding 10 cubic metres in volume) shall be erected within the site without planning permission having been obtained from the local planning authority.

REASON

In the interest of the residential amenity adjoining and nearby residents, and of future occupiers of the dwelling hereby approved given the limited size of the amenity area and proximity to adjoining properties, with regard to Policy D1 of the Local Plan and the Maldon Design Guide SPD.

14 CONDITION

Prior to the construction above damp-proof course of the house hereby approved details of the materials to be used in the construction of the external surfaces of the house and details of the surface treatment to the car parking and manoeuvring area shall have been submitted to and approved in writing by the local planning authority. The development shall be carried out in accordance with the approved details.

REASON

In the interest of visual amenity, in accordance with Policy D1 of the adopted Local Plan.

15 CONDITION

Details of the siting, height, design and materials of the treatment of all boundaries including gates, fences, walls, railings and piers shall be submitted to and approved in writing by the local planning authority prior to first use/occupation of the development hereby approved. The screening as approved shall be constructed prior to the first use/occupation of the development to which it relates and be retained as such thereafter.

## REASON

In the interest of visual amenity, in accordance with Policy D1 of the adopted Local Plan.

## 16 CONDITION

Before the development hereby permitted is brought into use, the windows at first floor and in the western elevation shall be fitted with obscured glazing, details of which shall first be submitted to and agreed in writing by the local planning authority and any part of a window that is less than 1.7m above the floor of the room in which it is installed shall be non-opening. The windows shall be permanently retained in that condition thereafter.

## REASON

In the interest of the residential amenity of occupiers of neighbouring property, to ensure privacy, in accordance with Policy D1 of the adopted Local Plan.

## INFORMATIVES

The proposed development involves the potential relocation of utility apparatus in the highway; any relocation shall be fully at the applicant's expense.

There shall be no discharge of surface water from the development onto the Highway.

All work within or affecting the highway is to be laid out and constructed by prior arrangement with and to the requirements and specifications of the Highway Authority; all details shall be agreed before the commencement of works. The applicant should be advised to contact the Development Management Team by email at [development.management@essexhighways.org](mailto:development.management@essexhighways.org)

In making this recommendation the Highway Authority has treated all planning application drawings relating to the internal layout of the proposal site as illustrative only; the proposal should be in accordance with Maldon District Council Vehicle Parking Standards dated November 2018.

Should any land or groundwater contamination be found that was not previously identified or not considered in a scheme agreed in writing with the Local Planning Authority, the site or part thereof should be re-assessed by a competent person in accordance with the Essex Contamination Land Consortium's Land Contamination Technical Guidance for Applicants and Developers and UK best-practice guidance.

The applicant should consult the Waste and Street Scene Team at Maldon District Council to ensure that adequate and suitable facilities for the storage and collection of domestic waste and recyclables are agreed, and that the site road is constructed to accommodate the size and weight of the Council's collection vehicles.

## **1 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: Jonathan Doe

Dated : 23/08/2023

**Town and Country Planning Act 1990**  
**Weekly List Of Decisions**  
**Week Ending 4**



**PDE/MAL/23/00433      Tollesbury East**

Single storey rear extension which would extend beyond the rear wall of the original house by 6.23m, with a maximum height of 4m and the maximum height to the eaves of 3m.

May Cottage Waterworks Road Tollesbury Maldon  
(UPRN - 100091259552)

Mr Justin Hobden

**REASON FOR REFUSAL**

The Council has been unable to confirm, from the information provided, that the proposed rear extension would fall within the tolerance of Class A of Part 1, of Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended).

Officer: Jade Elles

Dated : 03/08/2023

**Town and Country Planning Act 1990**  
**Weekly List Of Decisions**  
**Week Ending 08 September 2023**



**HOUSE/MAL/23/00683 Tollesbury East**

Proposed demolition of 2 garden sheds and construction of new garden building to include home office, EV charging space and boat store.

2 The Chase Tollesbury Maldon Essex

(UPRN - 100090564862)

Mr Green

**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: 0271\_0344\_SLP, 0271\_0344\_BP, 0271\_0344\_GA, 0271\_0344\_GE.

**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 be as set out within the application form/plans hereby approved.

**REASON**

In the interest of the character and appearance of the area in accordance with Policies D1 and D3 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: Hayley Sadler  
Dated : 05/09/2023

**Town and Country Planning Act 1990**  
**Weekly List Of Decisions**  
**Week Ending 08 September 2023**



**HOUSE/MAL/23/00658 Tollesbury West**

Replacement of existing roof with new steeper pitched roof with accommodation within new roofspace, demolition of existing garage and extension to the front to create store, and roof extension to the rear to create enclosed balcony. Recladding with external insulation and render.

47 West Street Tollesbury Maldon Essex

(UPRN - 100090566160)

Mr and Mrs Buist

**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) of the Town and 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:

- 22.002.05-000 Rev A Location Plan
- 22.029.01.100 Rev A Existing Site Plan
- 22.002.05-150 Existing Plans
- 22.002.05-152 Existing Elevations
- 22.002.05-400 Rev D Proposed Site Plan
- 22.002.05-451 Rev B Proposed Elevations
- 22.002.05-450 Rev B Floor Plans
- 22.002.05-452 Rev A Proposed Elevations

**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 be as set out within the application form/plans.

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 and the Maldon District Design Guide.

**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: Juliet Kirkcaldy  
Dated : 07/09/2023

**From:** [REDACTED]  
**To:** Tollesbury pc <tollesburypc@btinternet.com>  
**CC:** cllr.maddie.thompson@maldon.gov.uk <cllr.maddie.thompson@maldon.gov.uk>, Emma Stephens <cllr.emma.stephens@maldon.gov.uk>  
**Date:** Sep 10, 2023 9:41:55 AM  
**Subject:** Appeal: Reconsideration of TCP Proposal for Heritage Telephone Kiosk

Dear Parish Council and all Councillors,

I write to initiate the appeal process regarding the decision to repurpose the heritage telephone kiosk as a Tollesbury Climate Partnership (TCP) information, brand and advertising post. This decision, I believe, was reached through a flawed process. My concerns are as follows:

**Conservation Area Advertisements:** The Parish Council overlooked Maldon Council's directive, which grants extra powers for the preservation and enhancement of the Conservation area's character, including greater control over advertisements. It was only after District Councillor Emma's intervention that the potential conspicuous advertisement nature of a branded TCP telephone kiosk was acknowledged.

**Visual Impact Neglected:** The decision was made without considering photographs of the kiosk in the broader context of the high street and its impact on the surroundings, eg, the recently constructed house following the demolition of the Hope pub circa 2010. The heritage kiosk stands in front of this house, built in the late medieval expanded style consistent with much of the High Street – no doubt required by the planning process in 2010. Regrettably, Council members did not conduct a preliminary visit to assess the impact on the surroundings.

**Limited Visual References:** The only images evaluated were an isolated close-up of the kiosk with TCP's proposed changes. The only comparative reference provided was a photo of a Suffolk

parish kiosk covered in stickers, implying that the TCP proposal was less objectionable. It is a substantial oversight that no consideration was given to the 'street scene,' a crucial aspect typically weighed in planning applications.

**Ownership and Consultation:** While owned by the Parish Council, the heritage kiosk holds significance for all villagers in the wider context. The decision to proceed with TCP's proposal was made without any form of village consultation, even on a limited scale. It is reasonable to assume that most villagers are unaware of this major alteration to their Conservation Area and heritage asset. Additionally, TCP failed to conduct any form of village consultation, as evident from the meeting agenda.

**Neglect of Historical Significance:** There was a glaring absence of thorough consideration for the kiosk's special architectural and historical value, its unique design, and its contribution to the architectural character of its surroundings. This could potentially qualify it for listed status. Comparing it solely to the Suffolk kiosk is an insufficient benchmark. The Council should have pondered whether allowing TCP's rebranding proposal would impact potential future listing. With 2,500 listed NO 6 kiosks in GB, there is a realistic chance that this kiosk could attain listed status, given Tollesbury's distinctive character. Permitting TCP advertising on the kiosk undermines the merit of any future listed application from Tollesbury Parish Council.

**Decision-Making Process:** The decision to proceed with the TCP proposal was made by 7 Councillors, with 4 absent. While I understand that 100% attendance is not always possible, decisions of such gravity, with lasting effects on the Conservation Area, should be made after careful consideration by a near majority of Parish Councillors attending a full Council meeting.

In light of the above, I earnestly request that the rebranding of the High Street telephone kiosk be temporarily halted, and that the Parish Council re-evaluate the TCP request at the next full Parish

Council meeting, with a substantial majority of Councillors in attendance. This meeting should consider all new information and the results of any prior surveys conducted.

I implore you to avoid perceiving my appeal as a challenge to the Parish Council's authority, but rather as an opportunity to uphold principles of natural justice and ensure a thorough, transparent decision-making process that seeks out and considers all facts.

Sincerely,

A solid black rectangular redaction box covering the signature area.



## **RECREATION GROUND**

### **Contract Term: 1<sup>st</sup> February 2021 – 31<sup>st</sup> January 2024**

1. Collect litter prior to and after cutting. Clear round and under all play equipment.
2. Maintain the whole open area to a 20mm height as a general rule and for the football pitches during the playing season.
3. Maintain the grassed area outside the Parish Rooms to a 50mm height.
4. Maintain the children's play area to a 20mm height at all times.
5. Line marking a maximum of 5 football pitches weekly during the playing season.
6. The erection and dismantling of goalposts at beginning and end of football season.
7. Harrow, spike, and roll the whole open area twice yearly. Written confirmation is to be sent to the Parish Council when this work has been carried out.
8. Spread fertiliser and spray approved weed-killer on the whole open area once per year, at start of growing season. Written confirmation is to be sent to the Parish Council when this work has been carried out.
9. Maintain perimeter strips between the trees, hedge and fence at 20mm.
10. Cut/strim round trees monthly ensuring no damage is caused to tree trunks.
11. Face and top the hedge to 1.5m high on the road side (Church Street) on the eastern boundary.
12. Complete monthly work records and return to the Council on a monthly basis with the invoice.

### **APPLICABLE TO ALL CONTRACTS**

Contractor(s) should be aware of all Health and Safety legislation and should always work within the legislation and in a safe and suitable manner.

Contractor(s) should provide all necessary tools in order to perform the above duties.

Contractor(s) must provide and ensure that adequate liability insurance is in place and provide details of this cover to the Parish Council.



## **HASLER GREEN**

### **Contract Term: 1<sup>st</sup> February 2021 – 31<sup>st</sup> January 2024**

1. Collect litter prior to and after cutting.
2. Maintain the whole area to a 20mm height at all times.
3. Cut/strim round trees monthly ensuring no damage is caused to tree trunks.
4. Complete monthly work records and return to the Council on a monthly basis with the invoice.

### **APPLICABLE TO ALL CONTRACTS**

Contractor(s) should be aware of all Health and Safety legislation and should always work within the legislation and in a safe and suitable manner.

Contractor(s) should provide all necessary tools in order to perform the above duties.

Contractor(s) must provide and ensure that adequate liability insurance is in place, and provide details of this cover to the Parish Council.



## **WOODROLFE GREEN**

**Contract Term: 1<sup>st</sup> February 2021 – 31<sup>st</sup> January 2024**

1. Collect litter prior to and after cutting.
2. Maintain the whole area to a 20mm height at all times.  
(Note: Woodrolfe Green is subject to poor ground conditions in wet weather and this will be taken into account).
3. Cut/strim round trees monthly ensuring no damage is caused to tree trunks.
4. Complete monthly work records and return to the Council on a monthly basis with the invoice.

### **APPLICABLE TO ALL CONTRACTS**

Contractor(s) should be aware of all Health and Safety legislation and should always work within the legislation and in a safe and suitable manner.

Contractor(s) should provide all necessary tools in order to perform the above duties.

Contractor(s) must provide and ensure that adequate liability insurance is in place, and provide details of this cover to the Parish Council.



## **WOODUP POOL**

**Contract Term: 1<sup>st</sup> February 2021 – 31<sup>st</sup> January 2024**

1. Collect litter prior to and after cutting.
2. Cut/trim grass monthly during season; April, May, June, July, August, and September. Keep perimeter fencing and steps clear of weeds, nettles, brambles, etc.
3. Cut/trim round trees monthly ensuring no damage is caused to tree trunks.
4. Complete monthly work records and return to the Council on a monthly basis with the invoice.

### **APPLICABLE TO ALL CONTRACTS**

Contractor(s) should be aware of all Health and Safety legislation and should always work within the legislation and in a safe and suitable manner.

Contractor(s) should provide all necessary tools in order to perform the above duties.

Contractor(s) must provide and ensure that adequate liability insurance is in place, and provide details of this cover to the Parish Council.





## **GRASS CUTTING SCHEDULE**

### **Recreation Ground**

Collect litter prior to cutting

Work to be carried out for a number of 18 occasions per year

Mow/strim main field

Work to be carried out for a number of 18 occasions per year

Mow/strim Parish Rooms

Work to be carried out for a number of 18 occasions per year

Mow/strim children's play area

Work to be carried out for a number of 18 occasions per year

Initial line mark up to 5 pitches

Work to be carried out once per year

Overmark up to 5 pitches

Work to be carried out for a number of 22 occasions per year

Erect/dismantle goals

Work to be carried out for a number of 2 occasions per year

Harrow spike and roll

Work to be carried out for a number of 2 occasions per year

Fertiliser application

Work to be carried out once per year

Broadleaf herbicide application

Work to be carried out once per year

Maintain perimeter strips

Work to be carried out for a number of 9 occasions per year

Spray around tree bases and play equipment

Work to be carried out for a number of 4 occasions per year

Face and top hedge to 1.5m

Work to be carried out once per year



**Hasler Green**

Collect litter prior to cutting

Work to be carried out for a number of 18 occasions per year

Mow/strim whole area

Work to be carried out for a number of 18 occasions per year

Spray around tree bases

Work to be carried out for a number of 4 occasions per year

**Woodrolfe Green**

Collect litter prior to cutting

Work to be carried out for a number of 18 occasions per year

Mow/strim whole area

Work to be carried out for a number of 18 occasions per year

Spray around tree bases

Work to be carried out for a number of 4 occasions per year

**Woodup Pool**

Collect litter prior to cutting

Work to be carried out for a number of 5 occasions per year

Mow/strim whole area

Work to be carried out for a number of 5 occasions per year

Spray around tree bases

Work to be carried out for a number of 4 occasions per year