



## Tollesbury Parish Council

Notice is hereby given that the Meeting of Tollesbury Parish Council will be held on **Tuesday 20<sup>th</sup> February 2024**, 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

13<sup>th</sup> February 2024

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 6<sup>th</sup> February 2024

**6. Planning Applications and Decisions**

**6.1 Planning Applications**

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

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

Application No: 23/01214/HOUSE PP-12663988

Proposal: Erect new detached oak framed car port to front of property

Location: May Cottage Waterworks Road Tollesbury

Application No: 24/00060/FUL PP-12751802

Proposal: Construction of a three-bedroom detached property and a garage.

Location: 21 Wycke Lane

**6.2 Planning Decisions**

To receive notification of planning decisions from Maldon District Council.

LDP/MAL/23/01121 - 62 Mell Road – Approved

To receive notification of planning decisions from Essex County Council.

CC/MAL/71/23 - Tollesbury County Primary School, East Street - Approved

**6.3 Planning Appeals**

To receive notification of Planning Appeals from Maldon District Council.

**6.4 Planning Appeal Decisions**

To note appeal decisions made by the Planning Inspectorate

**6.5 Tree Preservation Orders for information**

To note TPOs made by Maldon District Council.

**7. Cemetery**

To consider quotations to top and face the leylandi trees at the Cemetery (to be circulated)

**8. Draft Letter to Dame Priti Patel MP**

To approve the draft letter to Dame Priti Patel MP regarding various concerns impacting the village, including the closure of St Peter's Hospital, the closure of Thurstable sixth-form, and uncertainties regarding local pharmacies (to be circulated)

**9. South Essex Parking Partnership (SEPP)**

To receive an email from SEPP advising that it was agreed by the SEPP Joint Committee Member and Lead Officer to proceed with a scheme to replace the existing single yellow lines with double yellow lines adjacent to the tidal barrier to help ensure that it can be closed at all times

**10. Part-time Amenities Officer**

To approve the Part-time Amenities Officer job description and associated advert (to be circulated)

**11. Administration**

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

**12. Community Matters**

To receive information only or note future agenda items

**13. Dates of the Next Meetings**

Tuesday 5<sup>th</sup> March 2024 - Full Council Meeting – 7.30pm – Pavilion

Tuesday 12<sup>th</sup> March 2024 – Finance Committee – 7.30pm – Pavilion

Monday 18<sup>th</sup> March 2024 – Woodup Pool Committee – 7.00pm – Pavilion

Tuesday 19<sup>th</sup> March 2024 - Full Council Meeting – 7.30pm – Pavilion

Tuesday 19<sup>th</sup> March 2024 – Recreation Ground Committee – To be rescheduled

Tuesday 2<sup>nd</sup> April 2024 - Full Council Meeting – 7.30pm – Pavilion

Tuesday 9<sup>th</sup> April 2024 – Woodup Pool Committee – 7.00pm – Pavilion

Tuesday 16<sup>th</sup> April 2024 - Full Council Meeting – 7.30pm – Pavilion

Tuesday 16<sup>th</sup> April 2024 – Environment & Amenity Committee – To be rescheduled

Tuesday – 7<sup>th</sup> May 2024 – Annual Statutory Meeting – 7.30pm - 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.

**key: \* = attached**

**Clerk:** Michelle Curtis

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

**Telephone:** 01621 869039 **Email:** clerk@tollesburyparishcouncil.gov.uk

**Town and Country Planning Act 1990**  
**Weekly List Of Decisions**  
**Week Ending 26<sup>th</sup> January 2024**



**LDP/MAL/23/01121      Tollesbury East**

Claim for lawful development certificate for proposed use of land for the siting of a caravan to be used as an annex  
62 Mell Road Tollesbury Maldon Essex  
(UPRN - 100090562084)  
Mr Jack Craft

**APPROVE** for the following reason:-

The proposed siting of the caravan to be used solely for purposes ancillary to the enjoyment of the main dwelling on the land does not constitute development under Section 55, Area 2 (d) of the Town and Country Planning Act 1990 and is therefore lawful.

Officer: Juliet Kirkcaldy  
Dated : 22/01/2024

Essex County Council  
County Planning  
E2, County Hall  
Chelmsford  
Essex CM1 1QH



Consultee

Our ref: CC/MAL/71/23  
Your ref:  
Date: 13 February 2024

Dear Sir/Madam

**TOWN AND COUNTRY PLANNING ACT 1990 (as amended)  
TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT  
PROCEDURE) ORDER 2015**

**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

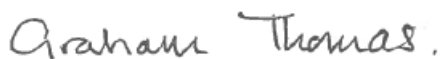
**Location:** Tollesbury County Primary School, East Street, Tollesbury, Essex, CM9 8QE

With reference to the above, I write to inform you that the application has been Granted

A copy of the decision is available at <https://planning.essex.gov.uk> by searching the application number above.

For details on how information will be used and held by ECC please see the County Planning Privacy Statement at <https://www.essex.gov.uk/county-planning-privacy-notice/>

Yours faithfully

A handwritten signature in black ink that reads "Graham Thomas".

Graham Thomas - Head of Planning Service

Enquiries to: Rachel Edney  
Telephone: 03330 136815  
Email: [mineralsandwastedm@essex.gov.uk](mailto:mineralsandwastedm@essex.gov.uk)  
Internet: <https://planning.essex.gov.uk>

**From:** Traffic Regulations Email <Traffic.regulations@chelmsford.gov.uk>  
**To:** Tollesbury Parish Council <tollesburypc@btinternet.com>  
**Date:** Feb 7, 2024 1:23:21 PM  
**Subject:** Request for Parking Restrictions - Woodrolfe Road, Tollesbury,

Dear Councillors,

Further to your request, an assessment has been carried out by a SEPP Technician and a report sent to the SEPP Joint Committee Member and Lead Officer for parking matters in Maldon for a decision.

It was agreed by the SEPP Joint Committee Member and Lead Officer to proceed with a scheme to replace the existing single yellow lines with double yellow lines adjacent to the tidal barrier to help ensure that it can be closed at all times.

We will now outline a cost for the scheme and request funding to proceed with a Traffic Regulation Order (TRO). If funding is approved, we will publish a proposed TRO and carry out a formal consultation for 21 days. During the formal consultation members of the public can voice their support or objection to the proposal. It is essential you respond to the formal consultation if you have a view on the proposal.

The budget for new schemes has already been allocated for this financial year. Therefore, any new schemes will now be considered for the 24/25 financial year.

Kind regards,

**Carmel Purcell**  
TRO Technician

Sustainable Communities

#### **South Essex Parking Partnership**

Chelmsford City Council

Civic Centre

Duke Street

Chelmsford

Essex, CM1 1JE

T: 01245606271 / 07895 330729

E: [carmel.purcell@chelmsford.gov.uk](mailto:carmel.purcell@chelmsford.gov.uk)

W: <https://www.chelmsford.gov.uk>

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