

**Present:** Cllrs Bell, Clare, Ferneyhough, Gilbert, Goldie, Hawes, Inwood, Page, Rogers, St Joseph

**In the Chair:** Cllr Plater – Chairman

**Clerk:** Michelle Curtis

**Also Present:** Andrew Gilbert – Chairman of HART  
2 Members of the public

**1. Apologies for Absence**

There were apologies for absence from District Councillors Stephens and Thompson.

**2. Declarations of Interest**

The Chairman declared interests as follows:

- Personal and prejudicial interest in agenda item 7, planning application 24/00121/FUL PP-12752981, as his company, Plater Claiborne, is the agent for the application.

Cllr St Joseph declared interests as follows:

- Personal interest in agenda item 7, planning application 24/00123/TELPD, as the application is on his land. Cllr St Joseph confirmed that although it was on his land, he was not the applicant.

On this matter, the Clerk reported that she had requested an extension from Maldon District Council (MDC) for the Land at Mell Farm application, reference 24/00123/TELPD, as the Parish Council were only given seven days to respond. The Planning Officer advised that the application was due to be determined on 4th March, and MDC is obliged to issue the decision by this date. This is a permitted development application, and from the Officer's assessment so far, they can see that the proposal appears to meet the criteria. It is a replacement for an existing pole.

**3. Public Forum**

A resident stated:

- Congratulations to Cllr St Joseph on receiving his recent award from the National Farmers Union for his sterling work on flood seawall defence. The resident stated that he was grateful someone was looking after us.
- Is the Parish Council satisfied that a robust process is in place for recovering the dinghy fees for docking on the Hard?  
Cllr Clare replied that the processes in place are robust. New stickers have been ordered for the 2025 season, and renewals will be sent out in April.
- The Parish Clerk had advertised the position of the Part-Time Amenities Officer on the Parish Council noticeboards, website, and social media platforms. Should this vacancy be advertised on the Colchester Job Centre website?  
The Clerk stated that she had also noted that the resident had been advertising the vacancy via their personal Facebook page. The Clerk said that we need to bear in mind that on most days it is for one hours work per day and would not be

suitable for someone who needed to travel into the village to carry out their duties as it would very likely not be financially viable for them.

#### 4. **County Councillors and District Councillors**

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

The Clerk advised that since the publication of the report from Cllr Stephens, the agreed expiry date for the Obsidian application, 23/00548/OUTM - Land Opposite Prentice Hall Farm, has changed to 27th March 2024.

Cllr Clare stated that in the report from Cllr Stephens, with regards to the new 20mph sign, it states:

“Some residents commented via social media about the sign positioning, and I offered to meet them, but nobody has taken me up on this.”

**Action:** Cllr Clare will discuss this with Cllr Stephens, as he is aware that a resident was unhappy that there had been no consultation regarding the pole's location. This area is used for deliveries, i.e., oil tankers, and it is a very narrow stretch of road.

#### 5. **Minutes of the Meetings held on the 20<sup>th</sup> February 2024**

**Resolved:** The minutes of the Parish Council Meeting held on 20<sup>th</sup> February 2024 be approved as a true and accurate record of the meeting. Proposed Cllr Page, seconded Cllr Rogers. Unanimously agreed by those who attended.

The Chairman signed the Minutes.

#### 6. **Finance**

##### 6.1 **Monthly Financial Report**

The Financial Reports, as of the 29<sup>th</sup> February 2024, were presented to the Council (Appendix B).

Councillors received the following monthly financial reports:

**Bank Reconciliation** – The closing balance of £87,730.92

**Expenditure to date** – Budget £121,000 - Actual to date £109,320

**Income to date** – Budget £121,000 (including Precept £107,510) Actual to date £126,934

**Earmarked Funds** – Closing balance £21,192.07 - Net movement -£3,883.39

The Chairman and the Clerk signed the Reports.

##### 6.2 **Payments**

The items for payment totalling £13,803.84 were presented for approval (Appendix C).

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

## 7. Planning

In accordance with the declaration disclosed, the Chairman left the meeting. Cllr Hawes, Vice-Chairman, took the chair.

Application No: 24/00121/FUL PP-12752981

Proposal: Proposed new extension to existing building to accommodate three new medical consulting rooms and internal alterations to existing layout.

Location: The Tollesbury Practice 25 High Street Tollesbury

**Resolved:** Unanimously agreed to recommend approval of this application.

The Chairman returned to the meeting.

Based on the comments from the Planning Officer, which the Clerk reported in item 2, the following application would not be discussed.

Application No: 24/00123/TELPD

Proposal: The removal of the existing 15m tower to be replaced with a 20m tower to host 6no. antennas, 2no. transmission dishes alongside ancillary works both to the tower and base.

Location: Land At Mell Farm Mell Road Tollesbury

## 8. Recreation Ground

### 8.1 Verbal Report from the Recreation Ground Committee

Cllr Ferneyhough reported:

- The Recreation Ground Committee had met the previous evening. It has been agreed to hold off on painting the play equipment, kickwall, skate park, and youth shelter until the spring.
- That day, the internal plastering around the new windows in the Pavilion was carried out. Once dry, it will be painted. The repairs to the brickwork on the Pavilion were due to be carried out within the next few days.

Cllr St Joseph reported:

- The Committee had also discussed the tree planting, which will be carried out by Tollesbury Climate Partnership (TCP) in April. The Recreation Ground Committee suggested planting in an area on the boundary from St John's Court towards the skate park.

**Action:** Clerk to discuss further with the football teams.

**Action:** To be considered by the Parish Council at the next meeting.

Councillors discussed TCP making a legacy contribution to the future maintenance of the trees.

### 8.2 Monthly Inspection Report

The Monthly Inspection Report dated 25/02/24 was received.

It was noted that it had been reported that there was a lot of glass around the skate park, which the contractor had cleared.

**9. Environment & Amenity (Allotments, Burial Ground, Hasler Green, Woodrolfe Green, Streetlights, Dog/Litter Bins, Highways, Footpaths)**

**9.1 Verbal Report from the Environment and Amenity Committee**

The Clerk reported:

- The replacement bench at Woodrolfe Green has been installed.
- The tree work at the Cemetery is scheduled for Monday 18<sup>th</sup> March 2024. The work will take 3-4 days.
- A complaint had been received from a tenant at the Allotments. This complaint will be reviewed by the Environment and Amenity Committee.
- Following a recent Parish Council meeting, she emailed Cllr Durham with some questions from the Parish Council. Cllr Durham advised:
  - 1) Defibrillator Cabinet—The locality fund for this year has closed, but there will be another fund next financial year. However, grants are likely not applicable to precepting bodies like parish councils.
  - 2) He will follow up on the other issues – blocked drains, battery recycling, and streetlights.The Clerk advised that she had noted that the streetlight on the junction of Mell Road/Crescent Road had been repaired.

**10. Woodrolfe Hard**

**10.1 Verbal Report from the Woodrolfe Hard Committee**

Cllr Clare reported:

- Essex County Council has repaired the potholes down by the Hard area.

**11. Woodup Pool**

**11.1 Verbal Report from the Woodup Pool Committee**

Cllr Hawes reported:

- Thank you to Cllr St Joseph and the team at FACT for carrying out the repairs at the pool, which enabled the pool to be filled on time.
- The pool was refilled, but the levels were not as high as anticipated. FACT went above and beyond to top the pool up as soon as possible.

**12. Memorandum of Understanding (MoU)**

**Resolved:** It was unanimously agreed to extend the current MoU between the Parish Council and Green Marina (Boatyard) Limited for another year.

**13. Annual Assembly**

It was agreed to hold the Parish Annual Assembly on Friday 10<sup>th</sup> May 2024.

**14. Lewis & Scott**

The correspondence between Tollesbury Parish Council and Lewis & Scott was received.

In the letter from Lewis & Scott, they stated they would be happy to meet with the Parish Council to see if they could support any local causes.

Councillors agreed it would be suitable for the Environment and Amenity Committee to meet with Lewis & Scott.

**Action:** Clerk to arrange a meeting between the Environment and Amenity Committee and Lewis and Scott.

Cllr Stephens's email (Appendix D) suggesting that the bus route may be altered and that the terminus was moved away from the Square to somewhere on the industrial estate was received and noted.

This was briefly discussed by Councillors, with no conclusion.

The Chairman reported that further communication has been sent to Lewis & Scott (Appendix E) regarding the lack of welfare facilities on site at present. This has resulted in several complaints regarding the state of Maldon District Council's public toilets, which we believe are being used by their operatives due to the amount of mud left. There are also no wheel washing facilities on site.

To date, there has been no reply.

## **15. Police/Community Protection Officers (CPOs)**

### **15.1 Police**

The Police Reports (confidential) were received and noted.

### **15.2 CPO Report for January 2024**

The report for January 2023 was received.

It was noted that the Officers were engaging with dog walkers.

The Clerk reported that there had been increased dog fouling on Hasler Green.

**Action:** Clerk to request that the CPOs patrol Hasler Green.

## **16. Administration**

The Clerk reported:

- She had circulated to Councillors responses from Priti Patel MP and Cllr Kevin Bentley (Appendix F) to the Parish Councils letter dated 20<sup>th</sup> February 2024.

**Action:** Clerk to upload the response from Priti Patel MP to the Parish Council website.

## **17. Community Matters**

There were no other matters raised.

## **18. Dates of the Next Meetings**

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 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

The Chairman closed the meeting at 8.51pm.

Signed.....

Date .....

**Report for Tollesbury Parish Council meeting  
on 5th March 2024** (report written 27<sup>th</sup> February 2024)

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



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

# MALDON DISTRICT COUNCIL

Princes Road  
Maldon  
Essex CM9 5DL

[www.maldon.gov.uk](http://www.maldon.gov.uk)



## 1. PLANNING

Next planning meetings: District 12Mar24, 5Jun24; North Western 6Mar24; 3Apr24.

- 23/00548/OUTM, Land Opposite Prentice Hall Farm, Tollesbury: agreed expiry date 29Feb24
- 23/01160/OUTM, Land North of West Street, Tollesbury: agreed expiry date 31Mar24

## 2. ROAD SAFETY

**Parking prohibition across tidal flood barrier:** awaiting ECC to approve funding for a Traffic Regulation Order (TRO) to implement double yellow lines at the barrier, with “No Waiting at Any Time” restrictions. If approved, the proposal will be open for public consultation for 21 days at [tinyurl.com/tkr6nzmm](http://tinyurl.com/tkr6nzmm). If agreed, it will be considered for the 24/25 financial year.

**Assessment of moving West Street parking to the opposite side of the road between Palmer's Garage and North Road:** this request was originally submitted to the Local Highways Panel (LHP), who advised to raise it to SEPP instead; but as discussed at the last meeting SEPP have now advised to raise it to the LHP.

- Update: a Senior Network Assurance Engineer at ECC is to call me to discuss further.

**20's Plenty outside Tollesbury School:** As discussed previously this is now “live” but I received no notification from Essex Highways, which I am investigating. In a “20's Plenty” area the speed is advisory only, and intended to alert drivers that they are near a school and to drive appropriately.

Updates:

- Essex Highways advise that the blank spaces on the signs will show a design by a school child – details to follow.
- Some residents commented via social media about the sign positioning, and I offered to meet them, but nobody has taken me up on this.

**Local Highways Panel re-launch:** As advised previously the Parish Council will need to re-apply for schemes that comply with the Panel's new criteria when they are announced, and when suitable application forms are available.

- Update: panel members will be briefed on 27th March about future objectives and processes.

## 3. NEWS

### Maldon District Council news

- ❖ **St Peter's Hospital proposed closure:** The final NHS consultation public event is the “public consultation hearing” on 19<sup>th</sup> March in Maldon Town Hall, then the consultation closes on 21<sup>st</sup> March. The survey is at [tinyurl.com/yvm4bfrc](http://tinyurl.com/yvm4bfrc).



## Updates:

- MDC has opened discussions with the NHS on potentially re-purposing the council's empty office space for NHS outpatient clinics and diagnostics, to enable these to remain in Maldon town, with the possibility of physiotherapy moving into space within Blackwater Leisure Centre.
- I hosted a public meeting in Tollesbury on 26th February, and thanks go to the Parish Councillors and those members of the public who attended, as well as to the NHS representatives of course, who presented the proposals and fielded questions. Only 27 residents attended despite good publicity, so it is unclear how much concern there is about this.
- ❖ **Budget:** The council has set its 24/25 budget, including a 2.98% increase on the MDC element of council tax to fund inflation, a growing demand for services, and a limited financial settlement from central government.
- ❖ **Garden waste collection:** MDC has agreed the price for 24-25 as £70 per bin. Bins are emptied 45 times (weekly for most of the year and fortnightly over winter) so it will be £1.56 per collection, and residents who apply by 15th March at [tinyurl.com/3dvwrzf9](https://tinyurl.com/3dvwrzf9) can pay in two £35 instalments, in April and May. This is an increase from £56, to help the council avoid getting into debt or cutting into its reserves. NB Councils are not allowed to profit from discretionary services like this.
- ❖ **Tollesbury salt pool water testing:** As reported verbally at the last meeting, I have met MDC officers, who will provide a schedule of tests to enable TPC to manage its testing regime.

## Essex County Council news

- ❖ **Community rain gardens:** as reported verbally at the last meeting these are planted with flowers and vegetation to capture surface water and slow the rate at which it enters the drainage system, significantly reducing flood risk. ECC is planning these for grass verges and alongside the highway. I have proposed Thurstable Road and the area fractionally uphill of Kent's Grass for consideration.
- ❖ **Household Recycling Centre Bookings:** ECC has voted to make the booking system permanent, as 58% of residents who responded to the survey stated that they were in favour. This is county-wide, so it includes bookings for recycling centres in areas where the majority of respondents did not want bookings. However in the Maldon area, the majority were in favour.

## Non-council news

### ❖ Hedingham bus services

I am meeting the Hedingham MD in Tollesbury w/c 4Mar24 to discuss Tollesbury bus routes, bus stops, and a better rest place for drivers' breaks.

Tollesbury Climate Partnership have met the Hedingham MD to discuss the impacts of service unreliability on bus use: discussions will continue to keep up the pressure.

Hedingham plan to hold a "pop-up information event" in Tollesbury – dates and details to be confirmed.

- ❖ **Club / activities for young people ~15+:** as reported verbally at the last meeting, I am facilitating some low-key research into demand in Tollesbury for some kind of club for young people over 15, to complement the existing club for younger teens.

Date: 01/03/2024

Tollesbury Parish Council Current Year

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Time: 00:31

Bank Reconciliation Statement as at 29/02/2024  
for Cashbook 1 - Tollesbury Bank Accounts

User: MICHELLE

Bank Statement Account Name (s)	Statement Date	Page	Balances
Current Account 1	29/02/2024		26,731.54
Deposit Account	29/02/2024		503.73
Coop Current Account 2	29/02/2024		19.54
Petty Cash	29/02/2024		2.59
Unity Current Account	29/02/2024		11,336.75
Unity Instant Access Saver Acc	29/02/2024		50,924.89
			89,519.04
<b>Unpresented Payments (Minus)</b>		<b>Amount</b>	
06/02/2024	ONLINE      Andrew St Jospeh	23.00	
			23.00
			89,496.04
<b>Unpresented Receipts (Plus)</b>			
		0.00	
			0.00
			89,496.04
		<b>Balance per Cash Book is :-</b>	<b>87,730.92</b>
		<b>Difference Excluding Adjustments is :-</b>	<b>1,765.12</b>
<b>Adjustments to Reconciliation</b>			
31/01/2024	VAT to be recovered	1,765.12	
			1,765.12
		<b>Unreconciled Difference is :-</b>	<b>0.00</b>

Signatory 1:

Name ..... Signed ..... Date .....

Signatory 2:

Name ..... Signed ..... Date .....



## Earmarked Reserves

Account		Opening Balance	Net Transfers	Closing Balance
320	EMR Amenities	2,164.60	1,242.00	3,406.60
322	EMR Recreation Ground	9,302.13	-4,476.42	4,825.71
323	EMR Community Support/Minor Pr	5,462.98	-3,619.98	1,843.00
324	EMR Woodup Pool	2,092.74	3,912.05	6,004.79
325	EMR Pavilion Project	0.00	1,000.00	1,000.00
327	EMR Neighbourhood Plan	3,228.05	-919.04	2,309.01
329	EMR Woodrolfe Hard	2,052.96	-500.00	1,552.96
330	EMR Streetlighting	77.00	-77.00	0.00
333	Tollesbury Harbour Project	250.00		250.00
334	EMR Website	445.00	-445.00	0.00
		<u>25,075.46</u>	<u>-3,883.39</u>	<u>21,192.07</u>

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Wages</u>							
Wages :- Indirect Expenditure	48,128	51,137	3,009	0	3,009	94.1%	0
Net Expenditure	(48,128)	(51,137)	(3,009)				
<u>110 Administration</u>							
1076 Precept	107,510	107,510	(0)			100.0%	
1080 Bank Interest Received	931	0	(931)			0.0%	
1150 Donations	2,601	0	(2,601)			0.0%	2,509
1160 Other Income	1,641	0	(1,641)			0.0%	140
1200 Grants Received	2,950	2,950	0			100.0%	
Administration :- Income	115,633	110,460	(5,173)			104.7%	2,649
4100 Audit Fees	720	700	(20)		(20)	102.9%	
4110 Bank Charges	76	100	24		24	75.7%	
4120 Insurance	4,087	3,758	(329)		(329)	108.7%	
4130 Miscellaneous	358	500	142		142	71.6%	
4140 Office Allowance	1,375	1,500	125		125	91.7%	
4150 Photocopier	773	950	177		177	81.3%	
4160 Postage	9	40	31		31	22.5%	
4170 Stationery	52	60	8		8	86.5%	
4180 Subscriptions	2,346	2,100	(246)		(246)	111.7%	
4190 Telephone	506	600	94		94	84.3%	
4200 Training	729	300	(429)		(429)	243.0%	
4210 Website	595	800	205		205	74.4%	
Administration :- Indirect Expenditure	11,625	11,408	(217)	0	(217)	101.9%	0
Net Income over Expenditure	104,008	99,052	(4,956)				
6001 less Transfer to EMR	2,649						
Movement to/(from) Gen Reserve	101,359						
<u>120 Amenities</u>							
1100 Allotments Income	1,215	1,200	(15)			101.2%	
1110 Fees	(1)	0	1			0.0%	
Amenities :- Income	1,214	1,200	(14)			101.2%	0

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4130 Miscellaneous	397	500	103		103	79.5%	
4250 Allotments	583	1,000	417		417	58.3%	
4260 Hasler Green	300	450	150		150	66.7%	
4270 Rangers	1,094	1,500	406		406	73.0%	
4280 Woodrolfe Green	520	700	180		180	74.3%	
4420 Maintenance	0	200	200		200	0.0%	
Amenities :- Indirect Expenditure	2,895	4,350	1,455	0	1,455	66.6%	0
Net Income over Expenditure	(1,681)	(3,150)	(1,469)				
<u>130 Cemetery</u>							
1110 Fees	5,620	5,865	245			95.8%	
Cemetery :- Income	5,620	5,865	245			95.8%	0
4130 Miscellaneous	0	100	100		100	0.0%	
4310 Contract	5,583	6,700	1,117		1,117	83.3%	
4330 Water/Sewage Rate	145	150	5		5	96.9%	
4340 Rates	435	435	0		0	100.0%	
Cemetery :- Indirect Expenditure	6,164	7,385	1,221	0	1,221	83.5%	0
Net Income over Expenditure	(544)	(1,520)	(976)				
<u>140 Pavilion</u>							
1120 Hire Charge	170	75	(95)			226.7%	
Pavilion :- Income	170	75	(95)			226.7%	0
4330 Water/Sewage Rate	304	260	(44)		(44)	116.8%	
4400 Cleaning Items	26	60	34		34	42.6%	
4410 Electricity	1,306	1,200	(106)		(106)	108.8%	
4420 Maintenance	181	355	174		174	51.1%	
Pavilion :- Indirect Expenditure	1,816	1,875	59	0	59	96.9%	0
Net Income over Expenditure	(1,646)	(1,800)	(154)				
<u>150 Projects</u>							
4500 Amenities	833	1,600	767		767	52.1%	2,743
4530 Recreation Ground	5,866	5,000	(866)		(866)	117.3%	8,476
4540 Woodup Pool	1,447	3,000	1,553		1,553	48.2%	1,447
4560 Neighbourhood Plan	2,364	1,000	(1,364)		(1,364)	236.4%	2,364
4610 Unallocated Sum	2,102	0	(2,102)		(2,102)	0.0%	2,102
Projects :- Indirect Expenditure	12,612	10,600	(2,012)	0	(2,012)	119.0%	17,132
Net Expenditure	(12,612)	(10,600)	2,012				
6000 plus Transfer from EMR	17,132						
Movement to/(from) Gen Reserve	4,520						

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b><u>160 Rec Ground</u></b>							
1130 Pitch Fees	2,804	2,500	(304)			112.1%	
Rec Ground :- Income	<u>2,804</u>	<u>2,500</u>	<u>(304)</u>			<u>112.1%</u>	<u>0</u>
4310 Contract	7,190	8,700	1,510		1,510	82.6%	
4420 Maintenance	398	2,600	2,202		2,202	15.3%	
4710 Pitch	78	500	423		423	15.5%	
Rec Ground :- Indirect Expenditure	<u>7,666</u>	<u>11,800</u>	<u>4,134</u>	<u>0</u>	<u>4,134</u>	<u>65.0%</u>	<u>0</u>
Net Income over Expenditure	<u>(4,862)</u>	<u>(9,300)</u>	<u>(4,438)</u>				
<b><u>170 Street Clean</u></b>							
4310 Contract	4,167	5,000	833		833	83.3%	
Street Clean :- Indirect Expenditure	<u>4,167</u>	<u>5,000</u>	<u>833</u>	<u>0</u>	<u>833</u>	<u>83.3%</u>	<u>0</u>
Net Expenditure	<u>(4,167)</u>	<u>(5,000)</u>	<u>(833)</u>				
<b><u>180 Street Light</u></b>							
4410 Electricity	3,319	6,000	2,681		2,681	55.3%	
4420 Maintenance	773	700	(73)		(73)	110.4%	
Street Light :- Indirect Expenditure	<u>4,092</u>	<u>6,700</u>	<u>2,608</u>	<u>0</u>	<u>2,608</u>	<u>61.1%</u>	<u>0</u>
Net Expenditure	<u>(4,092)</u>	<u>(6,700)</u>	<u>(2,608)</u>				
<b><u>190 Woodrolfe Hard</u></b>							
1110 Fees	1,493	900	(593)			165.9%	
Woodrolfe Hard :- Income	<u>1,493</u>	<u>900</u>	<u>(593)</u>			<u>165.9%</u>	<u>0</u>
4130 Miscellaneous	237	350	113		113	67.7%	
4730 Rent	583	440	(143)		(143)	132.6%	
Woodrolfe Hard :- Indirect Expenditure	<u>820</u>	<u>790</u>	<u>(30)</u>	<u>0</u>	<u>(30)</u>	<u>103.9%</u>	<u>0</u>
Net Income over Expenditure	<u>673</u>	<u>110</u>	<u>(563)</u>				
<b><u>200 Woodup</u></b>							
4270 Rangers	61	440	379		379	13.8%	
4310 Contract	200	265	65		65	75.5%	
4420 Maintenance	2,945	1,500	(1,445)		(1,445)	196.4%	
4700 Toilet	1,913	1,250	(663)		(663)	153.0%	
4760 Litter Collection	316	480	164		164	65.9%	
4770 Water Testing	0	400	400		400	0.0%	
Woodup :- Indirect Expenditure	<u>5,435</u>	<u>4,335</u>	<u>(1,100)</u>	<u>0</u>	<u>(1,100)</u>	<u>125.4%</u>	<u>0</u>
Net Expenditure	<u>(5,435)</u>	<u>(4,335)</u>	<u>1,100</u>				

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>210 S137 Expenditure</u>							
4800 Donations	630	1,500	870		870	42.0%	
S137 Expenditure :- Indirect Expenditure	<u>630</u>	<u>1,500</u>	<u>870</u>	<u>0</u>	<u>870</u>	<u>42.0%</u>	<u>0</u>
Net Expenditure	<u>(630)</u>	<u>(1,500)</u>	<u>(870)</u>				
<u>220 Other</u>							
4850 Agency Services	2,985	3,640	655		655	82.0%	
4860 Advertising	285	480	195		195	59.4%	
Other :- Indirect Expenditure	<u>3,270</u>	<u>4,120</u>	<u>850</u>	<u>0</u>	<u>850</u>	<u>79.4%</u>	<u>0</u>
Net Expenditure	<u>(3,270)</u>	<u>(4,120)</u>	<u>(850)</u>				
Grand Totals:- Income	126,934	121,000	(5,934)			104.9%	
Expenditure	109,320	121,000	11,680	0	11,680	90.3%	
Net Income over Expenditure	<u>17,613</u>	<u>0</u>	<u>(17,613)</u>				
plus Transfer from EMR	17,132						
less Transfer to EMR	2,649						
Movement to/(from) Gen Reserve	<u>32,097</u>						

**TOLLESBURY PARISH COUNCIL  
PAYMENTS FOR APPROVAL**

**Appendix C**

**March 2024**

Date	Cheque No.	Payee	Invoice No/Ref	Expenditure Detail		Amount
<b>CO-OPERATIVE BANK - CURRENT ACCOUNT</b>						
29.03.24	D/D	Utility Warehouse	210796513	Parish Phone		£55.16
15.03.24	D/D	A & J Lighting Solutions	38097	Monthly maintenance		£67.92
<b>CO-OPERATIVE ACCOUNT - ACCOUNT No. 2</b>						
07.02.24	D/C	Marmax Products Ltd	SO050199	Replacement bench - Woodrolfe Green		£507.60
16.02.24	D/D	Adobe	IEE2024001830640	Adobe Monthly Subscription		£16.64
<b>UNITY TRUST BANK - CURRENT ACCOUNT</b>						
05.03.24		Wages		Staff Wages		£2,559.77
	Online	Essex Pension Fund		Employee and Employer Contributions - March		£955.15
	Online	HMRC		Tax & NI - February 2024		£1,175.16
	Online	Viking Skips Ltd	1726	Civic Amenity Skip	£186.00	
			1746	Civic Amenity Skip	£186.00	£372.00
	Online	D W Maintenance	2532	Grounds Maintenance - Cemetery - February	£558.33	
				Grounds Maint - February and tree work Hasler Grn	£1,383.75	£1,942.08
	Online	S Curtis		Litter Contract		£416.66
	Online	Bonz Cairey Ltd	5019	Replace wooden planks on bench - Recreation Ground	£174.00	
			5052	Various works at the allotments	£1,572.00	
			5056	Clear broken branch at Woodrolfe Green	£48.00	
			5072	Installation of bench - Woodrolfe Green	£114.00	£1,908.00
	Online	Maldon District Council	TOL11190025	Parish Council Election Fees		£260.90
	Online	Clover Electrical Services Ltd	9631	Installation of 3 extractor fans - Pavilion		£952.80
	Online	Phelan Barker	INV-4776	Annual domain renewal and hosting	£492.00	
			INV-4784	Email accounts set-up	£132.00	£624.00
	Online	Link into Leisure	4961	Risk Assessment Woodup Pool & Woodrolfe Hard		£1,990.00
					<b>TOTAL</b>	<b>£13,803.84</b>

<b>Payment Breakdown</b>	
Tollesbury Current Account	£123.08
Tollesbury A/c No. 2 Debit Card	£524.24
Unity Trust Bank	£13,156.52
<b>TOTAL</b>	<b>£13,803.84</b>

## Lewis & Scott offer to support Tollesbury

Cllr. Emma Stephens <cllr.emma.stephens@maldon.gov.uk>

Tue 05/03/2024 12:41

To: clerk@tollesburyparishcouncil.gov.uk <clerk@tollesburyparishcouncil.gov.uk>

Hello Michelle

I can't attend tonight's PC meeting so could this email be put to councillors for consideration under item 14 of the agenda – "Lewis & Scott"? I appreciate that the item is just to receive the letter from L&S so maybe my email needs to go forward to another meeting.

I met the MD of the Hedingham bus company again today, in Tollesbury this time, to assess and discuss potential new bus routes in the village. Nothing has been decided yet as there is a formal process that the company needs to go through to alter a route – but one option is to move the terminus away from the square, down to somewhere on the industrial estate, where there are public toilets and cafes that drivers could use.

This is dependent on a) finding a landowner willing to enter an agreement allow buses to park and turn on their land, and on b) Essex County Council agreeing to the route being altered. So I must emphasise that it's not "in the bag" yet, but if it were to go ahead, it would give the opportunity for extra bus stops, including near the Lewis & Scott site. Therefore, would the council like to ask Lewis & Scott to fund a bus stop on Woodrolfe Road near to their site? It could be mutually beneficial to them and the bus company.

Also Hedingham are keen for passengers to use their app, which I'm advised allows users to track buses in real time, to see if theirs will arrive soon or is delayed. However there is no wifi at the bus stop on the Square. Again, would the council be willing to ask Lewis & Scott to fund a wifi point there? I don't know if the equipment could be secured of course: that would need checking.

As an aside, Lewis & Scott could also be asked to fund wifi in the Pavilion, to benefit the football teams and other users, as well as helping the Council of course.

The Parish Council may already have schemes they would like to request of Lewis & Scott, and I realise that requests may need to be prioritised, but it would be great if these could be put forward. I could then put Helen Tidswell (MD, Lewis & Scott) and Gavin Smith (Hedingham MD) in touch with each other.

Thank you very much.

With best regards,

*Emma*

Emma Stephens

Maldon District Councillor for Tollesbury (Independent)

01621 869415 / 079 069 44443

[cllr.emma.stephens@maldon.gov.uk](mailto:cllr.emma.stephens@maldon.gov.uk)

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Our ref: TPC/803-24/MC

Date: 28<sup>th</sup> February 2024

Lewis & Scott Retirement Living Ltd  
1 Claydon Business Park  
Great Blackenham  
Ipswich  
Suffolk  
IP6 0NL

Dear Sirs

It has come to our attention that there are no welfare facilities on site at present, and we have received complaints regarding the state of Maldon District Council's public toilets, which we believe are being used by your operatives due to the amount of mud being left. Your contractor is obviously not complying with the approved Construction Site Plan and Construction Method Statement.

It is also noted that there are no wheel washing facilities on site, although these are identified in your Construction Method Statement compiled by the Daniel Connal Partnership. Due to your preliminary earthworks and the current wet weather, the site is becoming a quagmire, and mud is being transferred down the private road onto the public highway.

We have forwarded a copy of this letter to MDC's planning department for their action.

It is also noted that the field opposite the site is not being used as a site car park, as identified on your Construction Site Plan. Please note your operatives should not be using our car park.

Yours faithfully

*M. Curtis*

Michelle Curtis  
Clerk to the Council

cc Planning Department – Maldon District Council

**Clerk:** Michelle Curtis

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

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



THE RT. HON. PRITI PATEL MP

WITHAM

HOUSE OF COMMONS  
LONDON SW1A 0AA

Tel: 020 7219 3528

E-mail: [withammp@parliament.uk](mailto:withammp@parliament.uk)Website: [www.pritipatelmp.com](http://www.pritipatelmp.com)

Mrs Michelle Curtis  
Clerk  
Tollesbury Parish Council  
4 Valkyrie Close  
Tollesbury  
Essex  
CM9 8SL

Our Ref: ZA86535

4 March 2024

Dear Mrs Curtis,

Thank you for writing to on the 13th February 2024 with regards to the consultation on the closure of St Peter's Hospital.

As you may know the St Peter's site has been under review for redevelopment for many years given the age of the site. I have visited St Peters many times and held on site meetings to discuss its future with my colleague, Sir John Whittingdale MP. The public meeting which was held on the 9th February 2024, was with regard to the recently announced consultation on the future of the site, which was attended by a large number of constituents, once again highlighting the important role this hospital holds for the local community and the strength of public opinion.

I appreciate the concerns that you have raised and I have met with Mr Doherty, the Alliance Director at Mid and South Essex ICB to discuss local concerns and consultation. The current consultation proposals, to make permanent the relocation of midwifery services to Braintree, to remove stroke rehabilitation services and to consider the relocation of other services away from St Peter's is concerning. I am very vocal about the need for greater localised health care provision and more local NHS services which are accessible to residents. Across every District and Borough I represent, I have worked with the local NHS Boards and Trusts to develop formal business cases for new community based health facilities. In the Maldon District, there are plans for a new community health facility in Heybridge Heath and I have been pressing for this new facility to meet the changing local health needs for a considerable period of time.

Across the Maldon District we have seen significant new levels of housing and population growth and more is due to follow in the years ahead, which will lead to further demands on our NHS services. This is why the NHS needs to ensure that there is local provision in place for people to access health services locally rather than uproot services and take them to locations that are further away and difficult to get to.

While St Peter's Hospital is an old building and its facilities are dated, the NHS must reconsider these plans. Sir John and I are clear that the NHS must look at how we can

*Putting the Witham Constituency, Essex and Britain first.*

retain some of the essential services that are already available at the site and see what other treatments and appointments can be provided in Maldon.

I will continue to engage with the NHS over this matter and to continue to question and challenge their plans. For your information, I have enclosed the details of the consultation which can be found online at the weblink below. I encourage everyone to respond and to register their views, concerns and objections:

<https://virtualviews.midandsouthessex.ics.nhs.uk/changes-to-services>

With reference to your comments about Thurstable School and the consultation into the proposed closure of their Sixth Form, I would like to reassure you that a formal consultation process is part of the process for such matters and you will be able to share your view to this consultation once it is open to the public, which will be later in the year and will inform the decision of the Regional Director for the East of England, Mr Jonathan Duff who will be responsible for making a decision.

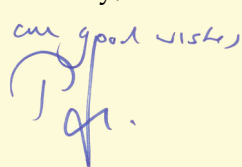
In respect of the Local Plan and call for sites, I am aware of the sites for development put forward surrounding Tollesbury. The scale of these developments and the number are of great concern, totalling somewhere in the region of 700 dwellings, and I have raised these with Maldon District Council, including at a meeting with them last year. Tollesbury needs investment in infrastructure and public services, not large-scale new housing that would encircle the current village.

With regard to the Parish Council's concerns about pharmacy provision, I have met with Dimple Bhatia and discussed with him the concerns that he and other community pharmacists have. I have been a longstanding supporter of community pharmacies and have campaigned for them to be given more investment and opportunities to serve the public. I was therefore delighted to see that earlier this year the Government announced that pharmacies will be able to treat treatments for seven common conditions and the details can be found here:  
<https://www.england.nhs.uk/2024/01/over-10000-nhs-pharmacies-begin-treating-people-for-common-conditions/>

Thank you again for taking the time to contact me and please do not hesitate to let me know if I can be of any further assistance.

Thank you again for taking the time to contact me about this important issue.

Yours sincerely,

*with my good wishes,*  


**Rt Hon Priti Patel**  
**Member of Parliament for Witham**

**RE: Tollesbury**

Cllr Kevin Bentley - Leader of the Council <cllr.kevin.bentley@essex.gov.uk>

Mon 26/02/2024 16:27

To:clerk@tollesburyparishcouncil.gov.uk <clerk@tollesburyparishcouncil.gov.uk>

Dear Michelle

Thank you for your email and please accept our apologies for the delay

Please be aware discussions are taking place with MPs, Council Leaders, District partners and officers and a meeting has been scheduled to take place in Maldon on Friday 8 March.

I hope this reassures you this is a priority

Regards

Amie Lucas

**Assistant to the Leader:**

Cllr Kevin Bentley, Leader of Essex County Council

Telephone: 03330320709

Email: [Amie.Lucas@essex.gov.uk](mailto:Amie.Lucas@essex.gov.uk) | [www.essex.gov.uk](http://www.essex.gov.uk)

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