



TOLLESBURY  
PARISH  
COUNCIL

AGENDA - WOODUP POOL COMMITTEE  
18<sup>TH</sup> MARCH 2024

## Tollesbury Parish Council

Notice is hereby given that an Extra-Ordinary Meeting of the Woodup Pool Committee will be held on **Monday 18<sup>th</sup> March 2024** at the **Pavilion, Tollesbury Recreation Ground, Elysian Gardens**, commencing at 7.00pm, to which members of the Council are summoned for the transaction of the under-mentioned business.

*M. Curtis*

Michelle Curtis – Clerk to the Council

11<sup>th</sup> March 2024

### **Committee Members**

Councillors: Cllr A Ferneyhough, Cllr L Goldie, Cllr S Hawes, Cllr J Rogers

Non-voting Members: Andrew Eastham - FACT

### **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.

## AGENDA

### **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 statement 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. Minutes**

To confirm the minutes of the Meeting held on 25<sup>th</sup> September 2023

**5. Risk Assessment**

**5.1 Risk Assessment Report**

To receive the report from the risk assessment carried out on 9<sup>th</sup> January 2024

**5.2 Recommendations**

To consider recommendations from the Audit and Risk Assessment report

**6. General Maintenance**

To consider general maintenance works to be carried out before the start of the season, including:

- Reviewing the annual schedule
- Agree date for pre-season working party

**7. Woodup Pool Information Evening**

To receive information on the Woodup Pool information evening planned for 9<sup>th</sup> April 2024

**8. Other Matters**

To consider any other matters relating to Woodup Pool

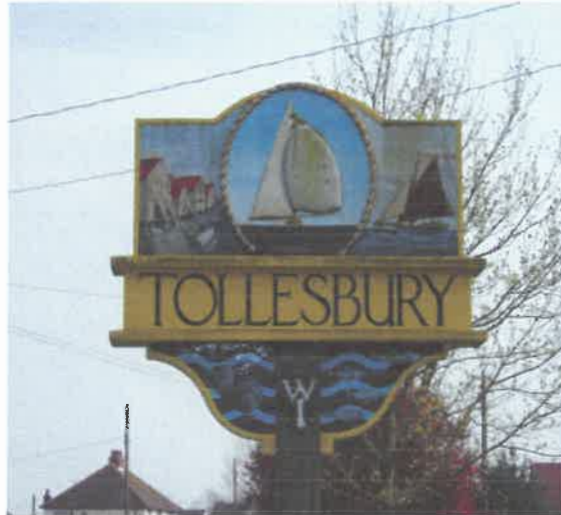
**9. Next Meeting**

To propose dates for Woodup Pool Committee meetings for 2024/25

**Clerk:** Michelle Curtis

**Address:** Tollesbury PC, PO Box 13205, Maldon CM9 9FU

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



***TOLLESBURY PARISH COUNCIL  
AUDIT AND RISK ASSESSMENT  
WOODUP AMENITY POOL***



**9<sup>TH</sup> January 2024**

**REPORT PREPARED BY**

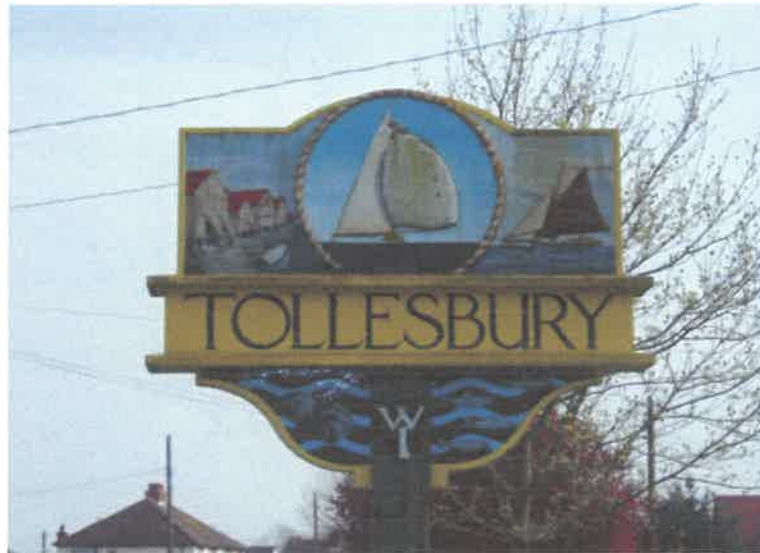
**A.J.THOMAS, FIMSPA(HONS) M.ISPE M.PWTAG  
DIRECTOR - TRAINER - CONSULTANT  
LINK INTO LEISURE Ltd  
07952 123172/07952 909450**

# WOODUP AMENITY POOL

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**Appendix 5** – Bathing Water Classification Regulations 1991



***TOLLESBURY PARISH COUNCIL  
WOODUP AMENITY POOL,  
WOODROLFE ROAD,  
TOLLESBURY, ESSEX***

**1.0 BRIEF**

- 1.1 *Link into Leisure Ltd* were asked to carry out a review of the Risk Assessment report of the pool and its operation dated 11<sup>TH</sup> MARCH 2022
- 1.2 To assess the improvements made in line with the recommendations of the report and to comment on any changes in legislation since 2022 and the likely effect on Health and Safety issues in operating the facility.
- 1.3 To comment on microbiological results in terms of faecal and total coliforms during the 2022 and 2023 bathing seasons.

**2.0 INTRODUCTION**

- 2.1 Link into Leisure visited the pool on 9<sup>TH</sup> JANUARY 2024, when consultant, Mr Jim Thomas, was accompanied on a site visit by Clerk to the Parish Council, Michelle Curtis.
- 2.2 The pool was drained as part of the winterisation programme, a detailed inspection was carried out,

The improvements made to the facility, recommended in the report 11<sup>th</sup> March 2022.

The pool was emptied to prevent unauthorised swimming by any person wishing to break the rules, deep cleaning of the internal surfaces in an attempt to prevent weed growth resulting in a period of temporary closure during 2023.

During both 2022 and 2023 seasons microbiological tested was done by Maldon District Council. Results are shown in **APPENDIX 1**

### **3.0 CURRENT SITUATION**

- 3.1 The pool is administered by the Tollesbury Parish Council. The pool is an amenity pool and is therefore not advertised as a swimming pool and for which no charge is levied on the users for whatever purpose. However since 2022 a Pool donation box has been installed, where visitors can show their appreciation by way of a contribution which helps towards the running costs of the facilities.
- 3.2 The water quality is maintained by emptying and refilling on an incoming tide. Bacteriological tests carried out during the 2022/2023 seasons indicated that the water achieved the standard of the Bathing Water Classification Regulations 1991. (**APPENDIX 5**)
- 3.3 Ideally, bacteriological testing of the water should be carried out three times during the season May – September, with additional tests performed if high levels

of coliforms are detected during busy bathing periods.

- 3.4 The Environmental Health Officers of Maldon District Council are responsible for taking the samples to the Health Protection Agency Microbiological Service Food, Water & Environmental Microbiological Laboratory London.
- The results should be monitored, and any action required as a result of adverse readings should be acted upon after consultation with the EHO's. The Clerk to the Parish Council should maintain records of the test results for at least 5 years. In addition to the individual test sheets, a summary of the results from 1995 – 2023 was produced showing at a glance the readings during this period, a practice we endorse and recommend should be continued, an example of which is included as **Appendix 1 and 2**

- 3.5 In order to maintain the quality of water in the pool and reduce the risk of viral infections and pathogenic organisms to bathers, regular emptying and filling should take place, at which time, clearance of any items of debris be removed, particularly sharp objects of broken glass, which could pose a risk of injury to bathers.

- 3.6 In 2008 two new CEN (European Committee for Standardisation) Standards came into force.  
BS EN 15288 2008 - Swimming Pools  
Part 1 Safety in Design  
Part 2 Safety in Operation

The Standards have NO legislative import in UK law, and arguably fall short of existing UK law in some areas. However, they **should NOT be ignored**.

British Standards Institute promulgates CEN as a standard

setter, best practice may require compliance and Criminal Courts will consider compliance.  
The CEN supplement rather than replace current UK guidance.

The Woodup Amenity Pool falls into Type 1 category where use is open to everyone irrespective of whether an entrance fee is paid.

The Standard includes requirements which are mandatory and recommendations which indicate best practice.

In carrying out the 2024 Risk Assessment of the pool Link into Leisure Ltd examined all aspects of pool operation including layout – safe entrances and slopes, safety signage/information, type of pool, access and egress, water depths, control methods to prevent unauthorised admission during the empty and fill process.

In all aspects the Pool complies fully with current guidance as laid down by the CEN Standards.

### **3.7 SWIMMING POOL WATER TREATMENT AND QUALITY STANDARDS FOR POOLS AND SPAS**

In November 2017 the Pool Water Treatment Advisory Group (PWTAG) As amended by code of practice May 2023 produced the fourth edition of the above publication fully revised with additional chapters on water treatment.

In December 2003 PWTAG and the British Standards Institution translated “Swimming Pool Water” into a Code of Practice Publicly Available Specification – PAS 39.

**3.7 Cont** This standard is the yardstick by which the water treatment of pools is judged within the industry. The inspection and review has considered any changes which may affect the way in which the Parish Council operates the facility at



Woodup Pool. Where any changes are applicable these have been incorporated under Section 9.0 of the report.

#### 4.0 SITE INSPECTION

4.1 The Health & Safety at Work Act 1974 and the Management of Health & Safety at Work Regulations 1999, places responsibility on the pool operator to conduct the undertaking in such a way as to ensure, so far as is reasonably practicable, that he/she does not expose any person to risks to their health and safety.

4.2 A full and detailed inspection of the site, including its environs, took place with emphasis on any items which could cause harm or constitute a trip or slip hazard.

4.3 The access approaches from the roadside and beach area were inspected with no defects and the perimeter walk around the pool, which is a mixture of grass and concrete pathways, is free of obstruction and in good condition...

4.4 The pool profile has a gentle gradient from the sandy beach area to the deeper water, near the sluice. The beach area has gradually been extended by introducing fresh sand each season, which has had a positive effect on the clarity of the water in this area, a practise we endorse. There was evidence of dog fouling on the beach shoreline and during the season this area should be regularly checked as part of the litter patrol routine and any faeces removed, as this can, together with faecal material from other animals and birds, be a source of adverse E. coli readings in the pool. Advisory notes about dogs not being allowed either on the beach area or in the water are displayed in prominate positions on the fencing and perimeter of the pool.

4.5 The Emergency telephone has been replaced with “ what three words” notices for use in an emergency.

4.6 There are three new rescue lifebuoys units displayed in the old locations for emergency use and are sponsored by

local companies. We understand that during the season, these items are regularly inspected and their condition noted on the pool safety check sheet – a practise we endorse - **Appendix 3.**

- 4.7 Prior to the inspection, our consultant asked to see the Accident/Incident report forms used by the Parish Council. The form records all relevant details and complies with best practice for reporting and recording procedures, under Health and Safety Legislation - **Appendix 4.**
- It was noted that during the 2022/23 season no accident/incident reported to the Parish Council.

## **5.0 HEALTH AND SAFETY ISSUES**

- 5.1 Prior to the opening of the pool each season, the pool bottom is cleared of debris. Fresh sand is introduced to the beach area, which has improved the gradient of this area and created a shallow water access point for bathers. There are, however, potential hazards which are identified under the headings of Physical Hazards, Environmental Hazards and People Hazards.

### **5.2 Physical Hazards**

- Debris thrown into the water overnight, which creates a hazard and may be difficult to see due to the water clarity of the pool. Improvements in security have taken place such as fencing the pool to reduce access.
- The depth marker signage is in the pool itself to assist in the identification of the depth at that point. The three markers distributed in the pool are staggered to provide clear indication to bathers of actual depth and depth variation.
- The bottom of the pool in the beach area has been profiled by the addition of sand. During periods of heavy rainfall, sand is likely to be washed down into the pool and the profile may change slightly.

### 5.3 Environmental Hazards

- Water clarity is subject to the turbidity of the river Blackwater, which is used to fill the pool. The deeper the water the worse the clarity becomes, clarity will also deteriorate during heavy bathing periods as the bathers disturb the sand and silt on the bottom of the pool.
- The pool water is not chemically treated to destroy potentially harmful organisms.
- Solar glare creating specular reflection from the water can make it difficult to see into the pool.
- Overcast weather can reduce visibility.
- Electrical storms – risk of lightning strikes
- Algal blooms can occur creating areas of algal growth. Algae is a cellular plant which occurs in a variety of different species. Although most species are harmless to humans, blue-green algae can release toxins which give intestinal pain in humans. Regular emptying of the pool should reduce the risk of algae growth, however, if algal blooms persist, discussions with the Environment Agency should take place in the first instance.
- Variation of water level. The pool water level is subject to evaporation and rainfall gain. The staggered depth markers provide an indication of the water depth in the pool.
- Heat stroke and heat exhaustion.

## 5.4 People Hazards

- Weak or non-swimmers unknowingly getting out of their depth. In addition to the depth marking posts located in the pool, signs stating “Shallow End,” have been produced and affixed to the fencing either side of the pool.
- Children playing in the pool unsupervised by an adult. Children under 16 years should be accompanied by an adult. Safety signage provides a warning against allowing children to access the pool unsupervised.
- Bathers who are at risk from the effects of hypothermia or extreme cold which can occur during windy conditions. The wind chill factor could bring on the effects of hypothermia to people in poor health, the elderly or the very young.
- People under the influence of alcohol or drugs.
- Those who appear either nervous or timid.
- Diving into the pool from the beach area or around the sides, which is strictly prohibited, as indicated by the many signs around the pool. Risk of spinal injury.
- Unauthorised use of inflatable's.

**Leptospira** – Since the 2012 report a new activity has been Introduced at the pool namely Kayaking.

This involves canoes where regular training sessions take place to teach individuals how to safely handle the equipment.

Leptospira – these are bacteria excreted in rat urine and can cause Weil's disease (a form of hepatitis).

The transmission of the bacteria is on the Kayaks themselves if such equipment is used in outdoor recreational water areas like rivers, reservoirs, ponds, lakes and the equipment are not thoroughly cleansed by power washing before being introduced to the Amenity pool.

The Kayak club should be informed again of the possibility of bringing the bacteria into the pool via inadequate cleansing and take precautions to prevent this from happening.

## **6.0 INSURANCE – PUBLIC LIABILITY**

- 6.1 As part of our review and risk assessment of the Amenity Pool, we have been asked to evaluate the conditions of cover under Section 1 Part A of the Public Liability Policy, as it affects the operation of the pool. It is noted that since the last review in 2022 there have been no changes to the conditions of cover under the insurance policy.
- 6.2. It was suggested by Hiscox Insurance Company the insurance company that a risk assessment should take place to assess the improvements at the pool in the light of changing legislation. In offering advice and guidance, this takes into account best practice from the following:
- The Health and Safety at Work Act 1974 (where applicable).
  - The Management of Health and Safety in Swimming Pools (HSE) publication. HSG179 4<sup>th</sup> Edition – February 2018 as amended August 2020
  - CEN (European Committee for Standardisation) Standards BS EN 15288 - 2008.
  - British Standards Institute publicly available Specification (PAS 39) A Code of Practice.
  - The Bathing Water (Classification) Regulations 1991.
  - “Safety on British Beaches” Operational Guidelines by ROSPA and RLSS.

## **6.0 cont.**

- 6.3** The conditions of the policy offer standard cover for the Parish Council's facilities as a whole; there are no exclusions to the policy in respect of the Amenity Pool or its environs.
- 6.4** The Management of Health and Safety in Swimming Pools states under the control of admissions, that 3sq.metres/bather of water is required in determining the maximum number of bathers allowed. The maximum permitted number of persons is clearly stated on the Safety Information signs.
- 6.5** The review for 2022 has considered requirements from the insurance company and finds that the operation of the Amenity Pool fully complies in all aspects.

## **7.0**

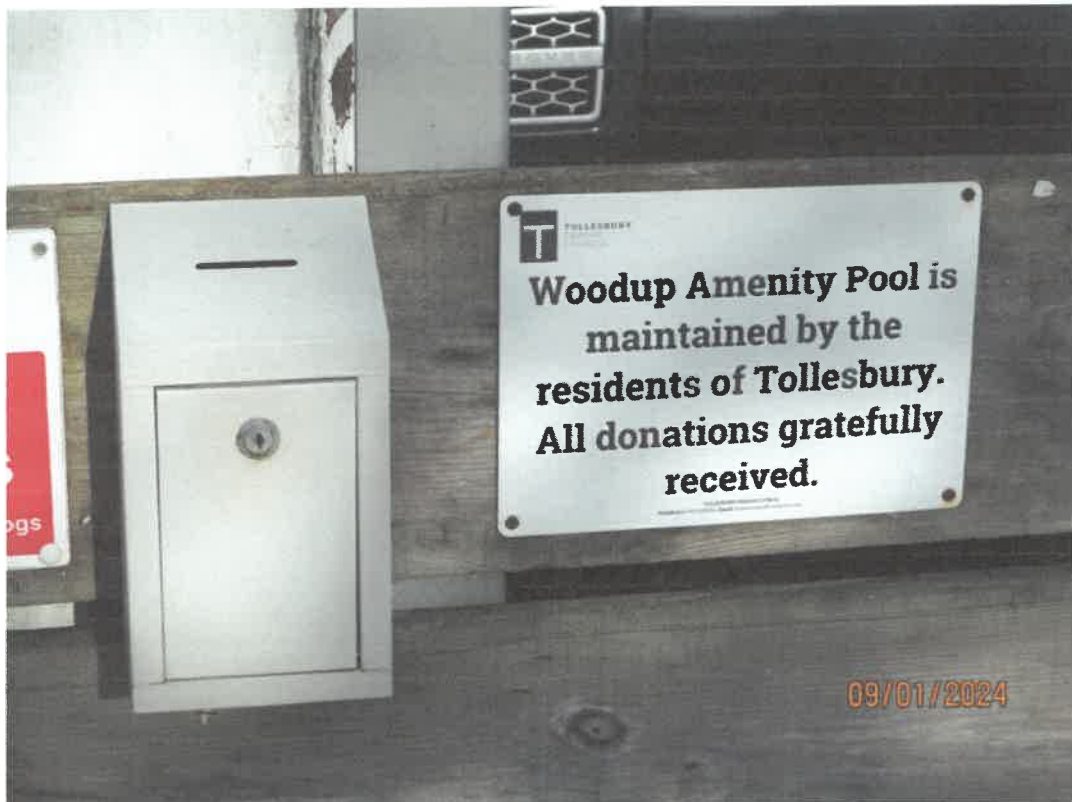
## **IMPROVEMENTS FOR 2024 SEASON**

**As the facility has open access, under Health and Safety legislation, the Parish Council have a duty of care to maintain this area in a safe condition always.**

**An initial inspection by our consultant found the amenity area to be clean, tidy and the environs free from obstruction.**

### **7.1**

Froston Drake fencing “Deep End” of pool Donations Box



## 7.2

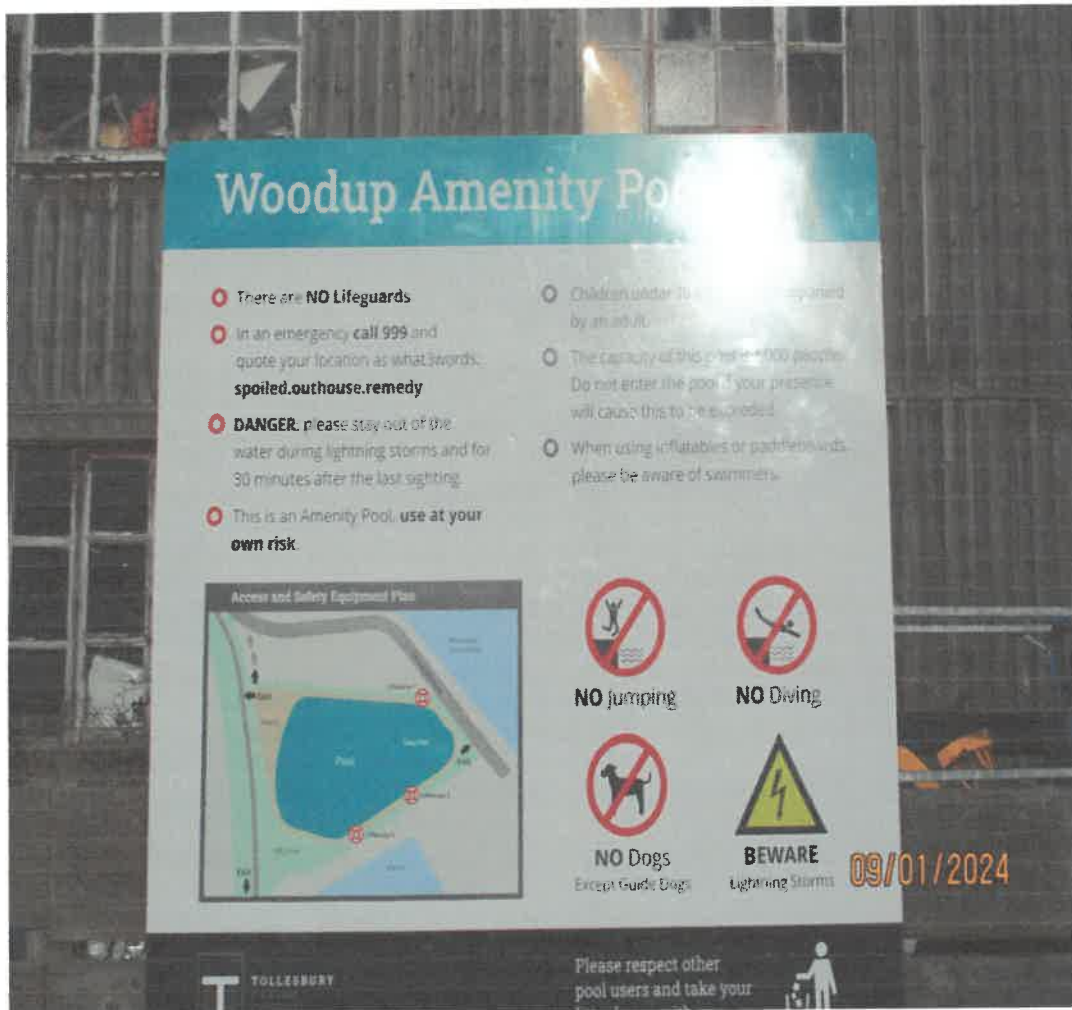
Marina fencing Tidal Flood Warning notice for vehicles.





### 7.3

New notice board sign – Warning of dangers



## 7.4

Pool empty of water ready for inspection



## 7.5

Access and Egress Steps - require cleaning



## 7.6

New No 3 Lift belt station – location Marina side fencing





### 7.7

Marina side fencing needs reinforcement repair (outstanding from 2022 inspection)



### 7.8

Overgrown brambles above beach area all need cutting back, treatment and removal



## 7.9

New BBQ's installed 2022





## 7.10

Sandy Beach area - needs cleaning up and top up of new sand laid



## 7.11

Shallow end access steps – All vegetation on the steps and around needs cutting back/down and removing. Bramble treatment may help To keep back re growth.



## 7.12

Shallow end notice board – respect for pool





## 7.13

Depth Markers 3 in total – all require clean and repaint



## **8.0     Record keeping**

Using the Pool Safety Check Sheet and the Accident/Incident form comply with best practice under the Health and Safety Legislation guidance offered in the British Standard Institute Publicly Available Specification (PAS39) code of practice.

The Parish Council at a meeting in July 2004 minuted that, during the season, weekly inspections of the amenity pool should take place and any findings be recorded in the comments section to assist in any investigation which may follow an incident, by the relevant authorities.

## **9.0            FAECAL COLIFORM AND TOTAL COLIFORM RESULTS FOR THE 2022/2023 SEASONS**

- 9.1**     The water sample results supplied by the Environmental Health Department of Maldon District Council were analysed, resulting in the following comments:

Microbiological testing of swimming pool water is a monthly requirement if complying with the guidance contained in both “Pool Water Treatment and Quality Standards” and “B.S.I Publicly Available Specification – PAS39 Code of Practice” is to be achieved. However, having reviewed the past records for the pool, I believe tests taken three times during the season will suffice with additional tests required if high levels of coliforms exist.

It is essential to record all test results in the tabled sheet to identify the exact water quality conditions during the season.

### **9.2     2022 Season**

It was noted that during the 2022 season water samples for bacteriological testing were taken in July/August/September. The tests results were satisfactory under the Bathing Waters Classification Regulations 2008.

### **2023 Season**

It was noted that during the 2023 season only 1 set of water sample for bacteriological testing were taken in June

The test results were satisfactory under the Bathing Waters Classification Regulations 2008.

Cavendish Laboratories analysed water samples from ALTEC ENGINEERING 2000 Ltd, for E Coli and Coliforms both results from June 2023 were cleared as satisfactory.

It is noted that, in all test results, reference by the Environmental Health Officer, Maldon District Council, is made to comparison with "Swimming Pool Water Quality Standards." The Amenity Pool is not classed as a traditional swimming pool with disinfection and circulation systems and therefore these standards do not apply.

The Amenity pool at Tollesbury operates under different parameters most notably, the absence of continuous filtration and regular disinfection, in favour of an "empty and fill" system, using sea water from the Blackwater estuary. The water quality standards used in this respect are the E.C. Bathing Water Directive Set Criteria for designated bathing waters.

Under the E.C. Bathing Water Directive, eleven physical, chemical and microbiological parameters are measured, including total and faecal coliforms. The Directive sets mandatory standards for many of the parameters. The mandatory limit value for total coliforms 10,000/100ml and for faecal coliforms is 2,000/100ml – Appendix 5. In this regard, we concur with the views expressed on this subject in Mr John Daniels (Environment Agency), letter to the Parish Clerk, dated 27<sup>th</sup> September 2005.

"In the case of the coliform results for the Amenity pool, the microbiological quality of the bathing water can be affected by diffuse pollution from agricultural and urban sources, discharge of sewage effluent, storm water overflows and river borne pathogens.

### 9.3

#### **Enterococci**

Enterococci are commonly found in faeces of humans and other warm-blooded animals.

Enterococci in water is an indication of faecal pollution and the possible presence of enteric pathogens.

The absence of identifiable sources of contamination brought into question the reliability of the present indicator organism *Escherichia Coli*.

Enterococci have been suggested as an alternative to *E.Coli* for bathing water monitoring due to their direct correlation to swimmer associated gastroenteritis.

Hence during the 2012 and 2013 seasons Health Protection Agency London introduced the enterococci test alongside the *E.Coli* test in the Amenity pool sampling.

### 9.4

#### **Environment Agency.**

Bathing waters in England have to meet stricter water quality targets 2015 under the revised bathing water directive.

The new European Directive uses a four-year sampling assessment.

The first classification under the revised bathing water directive will be given at the end of the 2015 bathing water season.

This will **use data from the 2012 through to 2023 bathing seasons.**

**The new classes are:**

**Excellent**

**Good**

**Sufficient**

**Poor**

From 2016 Local Authorities will also have to display the classification of the bathing water quality.

The Environment Agency will tell the Local Authority what their bathing water classification is at the end of the 2015 bathing water season, based on the revised Bathing Water Directive.

As a Local Authority which controls bathing water you have responsibilities under the Bathing Water Regulations.

The bathing water Regulation 2013 introduced legalisation which replaced The Bathing Water (CLASSIFICATION) Regulations 1991 and The Bathing Water (CLASSIFICATIONS) Regulations 2003 (a).

In the Water Environment (Water Framework Directive) England and Wales Regulations 2003 the definition in Schedule 1 of the Water Framework Directive identifies the classification of water as Follows -

### **“Body of Surface Water”**

**Means a lake, reservoir, stream, river or canal.**

### **“Coastal Water”**

**Means surface water up to one nautical mile on the landward side leading up to the seaward side.**

### **“Ground Water”**

**Means all water below the surface of the ground in the saturation zone.**

### **“Inland Water”**

**Means all standing and flowing water on the surface of the land.**

**Every bathing water profile must –**

- A**      **Contain a description of the Physical, Geographical and Hydrological characteristics of**
- i)**      **The bathing water; and**
  - ii)**     **Any other surface water in the catchment area of the bathing water, where the surface water could be a source of pollutants for the bathing water.**
- B**      **Identify and assess the causes of pollutants that might affect bathing water quality and pose a threat to bather's health.**
- C**      **At Woodup Pool the two forms of bacteria which could exist are *INTESTINAL ENTEROCOCCI* and *ESCHERICHIA COLI* both of which are tested for by Malden District Council Environmental Health Officers when routine sampling takes place in the microbiological laboratory – London.**

**Under schedule 2 – Part 1 - Surface waters in England  
WOODUP pool is NOT listed in their schedule of inspections  
Therefore, it remains outside the Regulations and the Bathing  
Water Regulations 2013 DO NOT APPLY.**

**To summarise,**

**The levels reported for coliforms in the 2022/2023 period are low under the E.C. Bathing Water Directive, however, any reading of E.coli is undesirable and the awareness campaign should be continued in and around the pool area for prohibiting dogs, the marina operators for any unhygienic practices by boat owners, i.e. emptying of chemical toilets into the estuary, etc, and the Environment Agency controlling the level of pollution entering the Blackwater estuary.**

**Given this additional information, it seems likely that faecal contamination comes from animals and birds, particularly during the early part of the season and estuary pollution during August will be a contributing factor as well as the level of pollution from bathers, due to the absence of any pre-cleanse facilities on site.**

## **10.0    RECOMMENDATIONS**

**The following recommendations  
have been made after our  
site visit and risk assessment.**

**10.1**    Having checked the requirements with Pen Underwriting Ltd (Council Insurance) which states there is no requirement in relation to providing a telephone poolside –Notices should be displayed Stating “ What 3 words” location for use in an emergency call using a personal mobile phone.

**10.2**    Marina side “Bathe at your own risk” removed and replaced with new sign

**10.3**    Marina side “Woodup Pool” access and safety removed and replaced with new sign

**10.4**    Access steps need all vegetation removing/cutting back of brambles etc., and a pressure wash before start of season.

**10.5**    3 New Lifebelt stations have been fitted and are fully compliant

**10.6**    Deep water marker posts (3) clean flaking areas remove rust and repaint.

**10.7**    Marina side fencing needs to be reinforced. **Still outstanding 22 report**

**10.8**    Overgrown brambles weeds and nettles need treatment and cutting down and removal from site.

**10.9 New brick built bbq units installed – for 2022 season –  
But will require cleaning at start of season and periodically throughout**

**10.10** Sandy beach area shallow end of pool needs to be cleared of all rubbish, dog poo, clumps of grass etc., and new sand laid down.

**10.11** “Bathe at your own risk” sign Marina side needs repainting

**10.12** Overgrown brambles weeds and nettles need treatment and cutting down and removal from site.

**10.13 Site location of new BBQ’s on the concrete slab for the new season 2022.**

**10.14** Sandy beach area shallow end of pool needs to be cleared of all rubbish, dog poo clumps of grass etc., and new sand laid down.

## **11.0 CONCLUSIONS**

11.1. The brief for Link into Leisure Ltd., was to carry out a review of the risk assessment of 11<sup>th</sup> March 2022 and to make comment on the improvements to the recommendations within the report, as they relate to Health and Safety issues associated with the operation of Woodup Pool.

11.2 Further review should take account of changes in legislation since 2012 and their affect on Health & Safety issues at this amenity.

11.3 The risk assessment has considered current legislation and best practice guidance from the sources detailed in paragraph 6.2 of the report and on all counts meets the guidance and regulations for operating an amenity facility of this nature.



- 11.4 To comply fully with latest best practice in the legislation, attention must be paid to the reporting and recording procedures, in writing, for incidents, accidents, hazards, microbiological testing of water samples, etc.
- 11.5 Finally, the writer would like to take this opportunity to record his thanks for all the help and advice given by the Clerk to the Parish Council, Mrs Michelle Curtis.



DATED *4th March 2024*

A J THOMAS M.ISPE M. PWTAG F.APLT  
CONSULTANT

# **APPENDIX 1**

## **Bacteriological Test Results 2022 - 2023**



**UK Health  
Security  
Agency**

## Food, Water and Environmental Microbiology Services

**London:** 020 8327 6550 **Porton:** 01980 616766 **York:** 01904 468948  
**FWEM@ukhsa.gov.uk** **FWEPorton@ukhsa.gov.uk** **YorkFWELab@ukhsa.gov.uk**  
**Central Office:** 61 Colindale Avenue, London, NW9 5EQ **FWELabs@ukhsa.gov.uk**



1645

**Senders Ref No.** : MDC 6

**Sender Name and Address**  
**Maldon District Council (London)**  
 Council Offices  
 Princes Road  
 Maldon  
 Essex  
 CM9 5DL

**Lab Ref No.** : LO2210103-01

**Receiving Laboratory** : FWE-London

**Sample Security Tag No** : KP1579992

**Place of Sampling** : Tollesbury Pool, Woodrolfe Road,  
 Tollesbury, Essex  
 CM9 8SB

**Sample Type** : Coastal Bathing Water

**Sample Point** : Surface Water

**Sampled By** : P. Ebling

**Food Category** : Not Applicable

**Purchase Order Number** :

**Sample Description** : Sea Water - Bathing Pool (water  
 extracted from tidal river) Shallow End  
 - No water treatment applied

**Date and Time of Sampling** : 14/07/2022 10:10

**Date and Time Received** : 14/07/2022 19:00

**Date and Time Examined** : 15/07/2022 11:31

**Temp at Sampling (°C)** : 25

**Temp on Receipt (°C)** : 5.4

**Use By/Best Before** :

**Condition of Coolbox on receipt** : Satisfactory

**BatchNo.** :

**Reason for Sampling** :

**Country of Origin** :

**Non-PHE Survey** :

**Reference / Notes**

**Condition of sample on receipt** : Satisfactory

### MICROBIOLOGICAL EXAMINATION - WATER

### FINAL TEST REPORT

Test (Performed at receiving laboratory unless stated)	Method Ref.	Result	Unit	** Interpretation
<i>Escherichia coli</i>	FNES39 (W2)	Not Detected	CFU/100mL	
Enterococci	FNES23 (W3)	1	CFU/100mL	Satisfactory

### Opinions and Interpretation

\*\* Interpretation based on Bathing Water (Amendment) (England) Regulations 2016 (as amended)

Authorised By : Sheila Platt - Food Examiner

Date Report Issued: 19/07/2022 19:09

This report is the only authoritative version and shall not be reproduced, except in full, without written approval of the laboratory.

Opinions and interpretations expressed herein are outside the scope of our UKAS accreditation.

Information regarding the impact of measurement uncertainty on result interpretation will be provided on request.

Results apply to the sample as received. Where the laboratory has been responsible for sampling (refer to 'Sampled By' field above), this sampling activity is not UKAS accredited.

Key to symbols: < = less than > = greater than CFU = 'Colony Forming Units' MPN = 'Most Probable Number' / = 'Per'  
 GU = 'Genomic Units'



**UK Health  
Security  
Agency**

## Food, Water and Environmental Microbiology Services

**London:** 020 8327 6550 **Porton:** 01980 616766 **York:** 01904 468948  
FWEM@ukhsa.gov.uk FWEPorton@ukhsa.gov.uk YorkFWELab@ukhsa.gov.uk

**Central Office:** 61 Colindale Avenue, London, NW9 5EQ FWE Labs@ukhsa.gov.uk



1645

**Senders Ref No.** : MDC 6

**Sender Name and Address**

**Maldon District Council (London)**  
Council Offices  
Princes Road  
Maldon  
Essex  
CM9 5DL

**Lab Ref No.** : LO2211974-02

**Receiving Laboratory** : FWE-London

**Sample Security Tag No** : KP1579283

**Place of Sampling** : Tollesbury Pool, Woodrolfe Road,  
Tollesbury, Essex  
CM9 8SB

**Sample Type** : Recreational pool

**Sample Point** : Other - see sample details

**Sampled By** : P. Ebling

**Food Category** : Not Applicable

**Purchase Order Number** :

**Sample Description** : Shallow End Bathing Pool (water  
extracted from river)

**Date and Time of Sampling** : 16/08/2022 08:30

**Date and Time Received** : 17/08/2022 23:30

**Date and Time Examined** : 18/08/2022 14:36

**Temp at Sampling (°C)** : 22.9

**Temp on Receipt (°C)** : 3.8

**Use By/Best Before** :

**Condition of Coolbox on receipt** : Satisfactory

**BatchNo.** :

**Reason for Sampling** : Routine

**Country of Origin** : ALBANIA

**Non-PHE Survey** :

**Reference / Notes**

**Condition of sample on receipt**

: Satisfactory

### MICROBIOLOGICAL EXAMINATION - WATER

### FINAL TEST REPORT

Test (Performed at receiving laboratory unless stated)	Method Ref.	Result	Unit	Interpretation
<i>Escherichia coli</i>	FNES39 (W2)	2	CFU in 100mL	

### Opinions and Interpretation

Sample over 24 hours old at the time of receipt into the laboratory.

Note:

Due to a laboratory error, Enterococci test has not been performed on this sample.

Note:

\*\*Satisfactory

Interpretation based on The Bathing Water (Amendment) (England) Regulations 2016

Authorised By : Sandra Lai - Unit Head

Date Report Issued: 23/08/2022 15:27

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Results apply to the sample as received. Where the laboratory has been responsible for sampling (refer to 'Sampled By' field above), this sampling activity is not UKAS accredited.

Key to symbols: < = less than > = greater than CFU = 'Colony Forming Units' MPN = 'Most Probable Number' / = 'Per'  
GU = 'Genomic Units'



**UK Health  
Security  
Agency**

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**Senders Ref No.** : MDC 6

**Sender Name and Address**  
Maldon District Council (London)  
Council Offices  
Princes Road  
Maldon  
Essex  
CM9 5DL

**Lab Ref No.** : LO2211974-01

**Receiving Laboratory** : FWE-London

**Sample Security Tag No** : KP1579376

**Place of Sampling** : Tollesbury Pool, Woodrolfe Road,  
Tollesbury, Essex  
CM9 8SB

**Sample Type** : Recreational pool

**Sample Point** : Other - see sample details

**Sampled By** : P. Ebling

**Food Category** : Not Applicable

**Purchase Order Number** :

**Sample Description** : Deep End Bathing Pool (water  
extracted from river)

**Date and Time of Sampling** : 16/08/2022 08:30

**Date and Time Received** : 17/08/2022 23:30

**Date and Time Examined** : 18/08/2022 14:36

**Temp at Sampling (°C)** : 23.1

**Temp on Receipt (°C)** : 3.8

**Use By/Best Before** :

**Condition of Coolbox on receipt** : Satisfactory

**BatchNo.** :

**Reason for Sampling** : Routine

**Country of Origin** :

**Non-PHE Survey** :

**Reference / Notes**

**Condition of sample on receipt** : Satisfactory

### MICROBIOLOGICAL EXAMINATION - WATER

### FINAL TEST REPORT

Test (Performed at receiving laboratory unless stated)	Method Ref.	Result	Unit	Interpretation
<i>Escherichia coli</i>	FNES39 (W2)	Not Detected	CFU in 100mL	

### Opinions and Interpretation

Sample over 24 hours old at the time of receipt into the laboratory.

Note:

Due to a laboratory error, Enterococci test has not been performed on this sample.

Note:

\*\*Satisfactory

Interpretation based on The Bathing Water (Amendment) (England) Regulations 2016

Authorised By : Sandra Lai - Unit Head

Date Report Issued: 23/08/2022 15:26

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GU = 'Genomic Units'



**UK Health  
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Agency**

## Food, Water and Environmental Microbiology Services

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**Central Office:** 61 Colindale Avenue, London, NW9 5EQ FWELabs@ukhsa.gov.uk



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**Senders Ref No. :** MDC

**Sender Name and Address**  
**Maldon District Council (London)**  
Council Offices  
Princes Road  
Maldon  
Essex  
CM9 5DL

**Lab Ref No. :** LO2213841-02

**Receiving Laboratory :** FWE-London

**Place of Sampling :** Tollesbury Pool, Woodrolfe Road,  
Tollesbury, Essex  
CM9 8SB

**Sample Type :** Coastal Bathing Water

**Sample Point :** Other - see sample details  
**Sampled By :** P Ebling

**Food Category :** Not Applicable

**Purchase Order Number :**

**Sample Description :** Shallow End, Bathing Pool - Sea Water

**Date and Time of Sampling :** 22/09/2022 09:15

**Date and Time Received :** 22/09/2022 18:00

**Date and Time Examined :** 23/09/2022 12:14

**Temp at Sampling (°C) :** 15.8

**Temp on Receipt (°C) :** 2.9

**Use By/Best Before :**

**Condition of Coolbox on receipt :** Satisfactory

**BatchNo. :**

**Reason for Sampling :** Routine

**Country of Origin :**

**Non-PHE Survey :**

**Reference / Notes**

**Condition of sample on receipt :** Satisfactory

### MICROBIOLOGICAL EXAMINATION - WATER

### FINAL TEST REPORT

Test (Performed at receiving laboratory unless stated)	Method Ref.	Result	Unit	**Interpretation
<i>Escherichia coli</i>	FNES39 (W2)	1	CFU/100mL	
Enterococci	FNES23 (W3)	Not Detected	CFU/100mL	Satisfactory

### Opinions and Interpretation

\*\* Interpretation based on Bathing Water (Amendment) (England) Regulations 2016 (as amended)

Authorised By : Lorraine Sadler-Reeves - Out Posted Microbiologist

Date Report Issued: 26/09/2022 15:18

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GU = 'Genomic Units'



**UK Health  
Security  
Agency**

## Food, Water and Environmental Microbiology Services

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**Central Office:** 61 Colindale Avenue, London, NW9 5EQ FWE Labs@ukhsa.gov.uk



1645

**Senders Ref No. :** MDC

**Sender Name and Address**

**Maldon District Council (London)**  
Council Offices  
Princes Road  
Maldon  
Essex  
CM9 5DL

**Lab Ref No. :** LO2213841-01

**Receiving Laboratory :** FWE-London

**Place of Sampling :** Tollesbury Pool, Woodrolfe Road,  
Tollesbury, Essex  
CM9 8SB

**Sample Type :** Coastal Bathing Water

**Sample Point :** Other - see sample details

**Sampled By :** P Ebling

**Food Category :** Not Applicable

**Purchase Order Number :**

**Date and Time of Sampling :** 22/09/2022 09:15

**Date and Time Received :** 22/09/2022 18:00

**Date and Time Examined :** 23/09/2022 12:14

**Temp at Sampling (°C) :** 15.7

**Temp on Receipt (°C) :** 2.9

**Condition of Coolbox on receipt :** Satisfactory

**Sample Description :** Deep End, Bathing Pool - Sea Water

**Use By/Best Before :**

**BatchNo. :**

**Reason for Sampling :** Routine

**Country of Origin :**

**Non-PHE Survey :**

**Reference / Notes**

**Condition of sample on receipt :** Satisfactory

### MICROBIOLOGICAL EXAMINATION - WATER

### FINAL TEST REPORT

Test (Performed at receiving laboratory unless stated)	Method Ref.	Result	Unit	** Interpretation
<i>Escherichia coli</i>	FNES39 (W2)	2	CFU/100mL	
Enterococci	FNES23 (W3)	Not Detected	CFU/100mL	Satisfactory

### Opinions and Interpretation

\*\* Interpretation based on Bathing Water (Amendment) (England) Regulations 2016 (as amended)

**Authorised By :** Lorraine Sadler-Reeves - Out Posted Microbiologist

**Date Report Issued:** 26/09/2022 15:18

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GU = 'Genomic Units'



**UK Health  
Security  
Agency**

## Food, Water and Environmental Microbiology Services

**London:** 020 8327 6550 **Porton:** 01980 616766 **York:** 01904 468948  
FWEM@ukhsa.gov.uk FWEPorton@ukhsa.gov.uk YorkFWELab@ukhsa.gov.uk

**Central Office:** 61 Colindale Avenue, London, NW9 5EQ FWE Labs@ukhsa.gov.uk



1645

**Senders Ref No.** : Bottle 9062

**Sender Name and Address**

Maldon District Council (London)  
Council Offices  
Princes Road  
Maldon  
Essex  
CM9 5AZ

**Lab Ref No.** : LO2309000-02

**Receiving Laboratory** : FWE-London

**Sample Security Tag No** : 640

**Place of Sampling** : Tollesbury Pool, Woodrolfe Road,  
Tollesbury  
CM9 8SB

**Sample Type** : Inland Bathing Water

**Sample Point** : Pool - Outdoor

**Sampled By** : Alison Yexley

**Food Category** : Not Applicable

**Purchase Order Number** :

**Date and Time of Sampling** : 21/06/2023 11:20

**Sample Description** : Outdoor Bathing Pool Shallow End -  
Tidal (filled by untreated river water)

**Date and Time Received** : 21/06/2023 17:27

**Date and Time Examined** : 22/06/2023 11:21

**Temp at Sampling (°C)** : 22.7

**Temp on Receipt (°C)** : 6.9

**Use By/Best Before** :

**Condition of Coolbox on receipt** : Satisfactory

**BatchNo.** :

**Reason for Sampling** : Routine

**Country of Origin** :

**Non-PHE Survey** :

**Reference / Notes**

**Condition of sample on receipt** : Satisfactory

### MICROBIOLOGICAL EXAMINATION - WATER

### FINAL TEST REPORT

Test (Performed at receiving laboratory unless stated)	Method Ref.	Result	Unit	** Interpretation
<i>Escherichia coli</i>	FNES50 (W18)	53	MPN in 100mL	
Enterococci	FNES23 (W3)	4	CFU/100mL	Satisfactory

### Opinions and Interpretation

\*\* Interpretation based on Bathing Water (Amendment) (England) Regulations 2016 (as amended)

Authorised By : Wavney Jemmott - Food Examiner

Date Report Issued: 26/06/2023 18:04

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Results apply to the sample as received. Where the laboratory has been responsible for sampling (refer to 'Sampled By' field above), this sampling activity is not UKAS accredited.

Key to symbols: < = less than > = greater than CFU = 'Colony Forming Units' MPN = 'Most Probable Number' / = 'Per'  
GU = 'Genomic Units'





**UK Health  
Security  
Agency**

## Food, Water and Environmental Microbiology Services

**London:** 020 8327 6550 **Porton:** 01980 616766 **York:** 01904 468948  
FWEM@ukhsa.gov.uk FWEPorton@ukhsa.gov.uk YorkFWELab@ukhsa.gov.uk

**Central Office:** 61 Colindale Avenue, London, NW9 5EQ FWE Labs@ukhsa.gov.uk



1645

**Senders Ref No.** : Bottle 9055

**Sender Name and Address**

Maldon District Council (London)  
Council Offices  
Princes Road  
Maldon  
Essex  
CM9 5AZ

**Lab Ref No.** : LO2309000-01

**Receiving Laboratory** : FWE-London

**Sample Security Tag No** : 639

**Place of Sampling** : Tollesbury Pool, Woodrolfe Road,  
Tollesbury  
CM9 8SB

**Sample Type** : Inland Bathing Water

**Sample Point** : Pool - Outdoor

**Sampled By** : Alison Yexley

**Food Category** : Not Applicable

**Purchase Order Number** :

**Sample Description** : Outdoor Bathing Pool Deep End - Tidal  
(filled by untreated river water)

**Date and Time of Sampling** : 21/06/2023 11:20

**Date and Time Received** : 21/06/2023 17:27

**Date and Time Examined** : 22/06/2023 11:21

**Temp at Sampling (°C)** : 22.7

**Temp on Receipt (°C)** : 6.9

**Use By/Best Before** :

**Condition of Coolbox on receipt** : Satisfactory

**Batch No.** :

**Reason for Sampling** : Routine

**Country of Origin** :

**Non-PHE Survey** :

**Reference / Notes**

**Condition of sample on receipt** : Satisfactory

### MICROBIOLOGICAL EXAMINATION - WATER

### FINAL TEST REPORT

Test (Performed at receiving laboratory unless stated)	Method Ref.	Result	Unit	** Interpretation
<i>Escherichia coli</i>	FNES50 (W18)	53	MPN in 100mL	
Enterococci	FNES23 (W3)	6	CFU/100mL	Satisfactory

### Opinions and Interpretation

\*\* Interpretation based on Bathing Water (Amendment) (England) Regulations 2016 (as amended)

Authorised By : Wavney Jemmett - Food Examiner

Date Report Issued: 26/06/2023 18:04

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Key to symbols: < = less than > = greater than CFU = 'Colony Forming Units' MPN = 'Most Probable Number' / = 'Per'  
GU = 'Genomic Units'

Report Number: M196605  
Issue Date: 22/06/2023

## ANALYTICAL REPORT

**Cavendish**  
LABORATORIES

### Customer

Sonia Pilgrim  
Altek Chemical Engineering 2000  
4 Addison Road  
Sudbury  
Suffolk  
CO10 2YW 0

### Site

Outdoor Saltwater Pool, Maldon

Millers Barn

The Warren Estate  
Lordship Road

Writtle

Chelmsford

Essex CM1 3WT

Tel: 01245 422800

Fax: 01245 422501

info@cavendishlaboratories.com

Date of Sampling: 21/06/2023  
Time of Sampling: Client  
Sampled By:

Date of Receipt: 21/06/2023  
Time of Receipt: 13:20

Date of Analysis: 21/06/2023  
Time of Analysis: 13:30

Sample Ref	Location	Temp (°C)	TVC (cfu/ml) 24hrs/37°C	TVC (cfu/ml) 48hrs/30°C	TVC (cfu/ml) 48hrs/37°C	TVC (cfu/ml) 72hrs/22°C	E.coli (mpn/100mls)	Coliforms (mpn/100mls)	Pseudomonas aeruginosa (cfu/100mls)	Pseudomonas Species ^ (cfu/ml)*	Legionella (cfu/l)
10198	Outdoor Pool Shallow End		-	-	N/A	N/A	165	165	-	-	-

\*Non UKAS accredited tests

- Not Tested

( ) Estimated count – The Count is only an estimate and may not reflect the true count.  
+ out of stability and results are indicative only. The sample has determinants that have exceeded their stability time. As a result, the test results may be affected and are reported as indicative only.

**Bold** Tests subcontracted to another laboratory  
cfu = colony forming units  
mpn = most probable number

Authorised By:

R. Knight M.Env.Sci. M.W.M.Soc. (Snr) MISP. Microbiologist

Authorised By:

W. Law Bsc. Laboratory Manager

### Method Codes

Legionella: P3CS3 – 3.0

TVC: P3CS2 – 2.3

E.coli / Coliforms: P3CS2 – 2.4

Pseudomonas aeruginosa: P3CS2 – 2.5

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Report Number: M196606  
Issue Date: 22/06/2023

## ANALYTICAL REPORT

**Cavendish**  
LABORATORIES

### Customer

Sonia Pilgrim  
Altek Chemical Engineering 2000  
4 Addison Road  
Sudbury  
Suffolk  
CO10 2YW

### Site

Outdoor Saltwater Pool, Maldon

Millers Barn  
The Warren Estate  
Lordship Road  
Writtle  
Chelmsford  
Essex CM1 3WT  
Tel: 01245 422800  
Fax: 01245 422501  
info@cavendishlaboratories.com

Date of Sampling: 21/06/2023  
Time of Sampling:  
Sampled By: Client

Date of Receipt: 21/06/2023  
Time of Receipt: 13:20

Date of Analysis: 21/06/2023  
Time of Analysis: 13:30

Sample Ref	Location	Temp (°C)	TVC (cfu/ml) 24hrs/37°C	TVC (cfu/ml) 48hrs/30°C	TVC (cfu/ml) 48hrs/37°C	TVC (cfu/ml) 72hrs/22°C	E.coli (mpn/100mls)	Coliforms (mpn/100mls)	Pseudomonas aeruginosa (cfu/100mls)	Pseudomonas Species ^ (cfu/ml)*	Legionella (cfu/l)
10199	Outdoor Pool Deep End		-	-	N/A	N/A	201	201	-	-	-

\*Non UKAS accredited tests

- Not Tested

( ) Estimated count - The Count is only an estimate and may not reflect the true count.  
+ out of stability and results are indicative only. The sample has determinants that have exceeded their stability time. As a result, the test results may be affected and are reported as indicative only.

**Bold** Tests subcontracted to another laboratory  
cfu = colony forming units  
mpn = most probable number

Authorised By:

R. Knight MLEnv Sci. M.W.M.Soc. (Sm) MISPE. Microbiologist

Authorised By:

W. Law BSc. Laboratory Manager

### Method Codes

Legionella: P3CS3 - 3.0  
TVC: P3CS2 - 2.3  
E.coli / Coliforms: P3CS2 - 2.4  
Pseudomonas aeruginosa: P3CS2 - 2.5

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**From:** Andrew Eastham <andrew.eastham@fact.org.uk>  
**To:** Tollesbury Parish Council <tollesburypc@btinternet.com>  
**Date:** Jun 22, 2023 12:03:04 PM  
**Subject:** FW: E-COLI WATER SAMPLE RESULTS  
**Attachments:** M196605-M196606 Altek Chemical Engineering 2000 Outdoor Saltwater Pool, Maldon.pdf,  
MALDON OUTDOOR POOL WATER SAMPLE ANALYSIS - INVOICE.pdf

Here you go...

**From:** Office <Office@altekchem.co.uk>  
**Sent:** 22 June 2023 11:06  
**To:** andrew@fact.org.uk  
**Subject:** E-COLI WATER SAMPLE RESULTS

Good morning Andrew

Please find attached our invoice and the results for the samples submitted to the lab yesterday for testing for e-coli analysis.

The microbiologist at the lab has commented as follows:-

I had a quick look at the bathing regs for coastal waters which I believe this is :

Standards for coastal and transitional waters

Parameter	"Excellent"	"Good"	"Sufficient"
Intestinal enterococci <sup>(1)</sup>	100 <sup>(2)</sup>	200 <sup>(2)</sup>	185 <sup>(3)</sup>
Escherichia coli <sup>(1)</sup>	250 <sup>(2)</sup>	500 <sup>(2)</sup>	500 <sup>(3)</sup>

(1) Colony forming units per 100 ml (res) (cfu/100 ml)

The samples show E.coli to be present but numbers are relatively low.  
However, we do not routinely deal with seawater / bathing waters other than treated swimming pools.

Hope this helps

Kind regards

*Sonia Pilgrim*

DIRECTOR/COMPANY  
SECRETARY

ALTEK CHEMICAL ENGINEERING (2000) LTD  
4 ADDISON ROAD  
CHILTON INDUSTRIAL ESTATE  
SUDBURY  
SUFFOLK  
CO10 2YW

## **APPENDIX 2**

### **1995 – 2023 Summary Test Results Sheet**

## Water Samples from Woodup Pool

Samples are taken by Environment Health Dept. of Maldon District Council and are analysed by Public Health Laboratory Service at Chelmsford.

Date of Test	Shallow End		Deep End	
	Total Coliforms/100ml	Faecal Coliforms/100ml	Total Coliforms/100ml	Faecal Coliforms/100ml
<b>1995</b>				
4th July	Nil	Nil	Nil	Nil
<b>1996</b>				
11th September	2	1	1	1
<b>1997</b>				
25th June	12	12	9	8
30th July	11	Nil	3	2
14th August	4	4	8	7
29th September	2	Nil	1	1
<b>1998</b>				
2nd June		2		2
16th July		4		2
13th August	110	10	8	5
10th September	20	20	19	16
<b>1999</b>				
7th June	Nil	Nil	Nil	Nil
9th July	Nil	Nil	Nil	Nil
6th August	Nil	Nil	Nil	Nil
9th September	Nil	Nil	Nil	Nil
<b>2000</b>				
7th June	<10	<10	<10	<10
18th July	<10	<10	<10	<10
3rd August	<10	<10	<10	<10
7th September	Nil	Nil	Nil	Nil
<b>2001</b>				
8th August	5	Nil	3	3
12th September	2	2	4	1
<b>2002</b>				
1st July	2	Nil	5	Nil
15th August	3	Nil	6	4
<b>2004</b>				
2nd July	Nil	2	Nil	Nil
24th August	>200	>200	>200	>200
31st August	Nil	Nil	Nil	Nil
28th September	Nil	Nil	Nil	Nil
<b>2005</b>				
14th June	Nil	Nil	Nil	Nil
12th July	Nil	Nil	Nil	Nil
5th August	2	2	8	3
23rd August	24	30	16	18
<b>2006</b>				
13th June	52	35	13	8
24th July	Nil	Nil	10	9
8th August	Nil	Nil	Nil	Nil

## Water Samples from Woodup Pool

Samples are taken by Environment Health Dept. of Maldon District Council and are analysed by Public Health Laboratory Service at Chelmsford.

Date of Test	Shallow End		Deep End	
	Total Coliforms/100ml	Faecal Coliforms/100ml	Total Coliforms/100ml	Faecal Coliforms/100ml
<b>2007</b>				
16th April	6	3	1	1
5th June	8	Nil	13	4
9th July	2	1	2	1
28th August	Nil	Nil	Nil	Nil
10th September	Nil	1	Nil	Nil
<b>2008</b>				
6th August	20	5	30	3
9th September	8	7	10	9
<b>2009</b>				
29th April	3	Nil	5	4
19th May	2	2	3	Nil
8th June	6	2	Nil	Nil
13th July	10	3	10	5
<b>2010</b>				
26th April	600	26	720	35
1st June	0	2	0	0
15th June	9	7	4	4
8th September	9	10	7	11
<b>2011</b>				
14th June	2.4	517	2.4	866
29th July	41	6	59	15
<b>2012</b>				
29th May	201	4	201	3
12th June	690	20	350	10
16th July	146	10	86	10
7th August	12	10	12	10
11th September	980	10	1200	16
<b>2013</b>				
25 July	11	$1.4 \times 10^3$	5	$1.0 \times 10^3$
13 August	0	>201	0	>201
12 September	416	144	517	308
<b>2014</b>				
8 July	$8.24 \times 10^3$	$6.1 \times 10^3$	$1.6 \times 10^3$	$3.7 \times 10^3$
7 August	Nil	Nil	10	10
<b>2015</b>				
26 August	$2.1 \times 10^3$	$3.6 \times 10^3$	$1.3 \times 10^3$	$5.2 \times 10^3$
16 September	$7.6 \times 10^3$	$7.6 \times 10^3$	$5.8 \times 10^3$	$1.2 \times 10^3$
14 October	70	$1.2 \times 10^3$	38	$1.1 \times 10^3$
<b>2016</b>				
24 May 2016	Satisfactory	Satisfactory	Satisfactory	Satisfactory
07 June 2016	Not detected	Not detected	Not detected	Not detected
01 August 2016	$1.1 \times 10^2$	34	80	1

### Water Samples from Woodup Pool

Samples are taken by Environment Health Dept. of Maldon District Council and are analysed by Public Health Laboratory Service at Chelmsford.

Date of Test	Shallow End		Deep End	
	Total Coliforms/100ml	Faecal Coliforms/100ml	Total Coliforms/100ml	Faecal Coliforms/100ml
<b>2017</b>				
24 May 2017	Not detected	$1.6 \times 10^3$	Not detected	$4.1 \times 10^2$
21 June 2017	$2.6 \times 10^3$	$2.9 \times 10^3$	$1.6 \times 10^3$	$2.6 \times 10^3$
19 July 2017	73	$4.6 \times 10^2$	$1.8 \times 10^2$	$1.4 \times 10^3$
27 September 2017	40	24	3	3
<b>2018</b>				
29 May 2018	24	24	24	24
12 June 2018	80	30	13	12
<b>2019</b>				
02 April 2019	10	2	9	9
01 May 2019	Not Detected	Not Detected	Not Detected	Not Detected
05 June 2019	Not Detected	Not Detected	Not Detected	Not Detected
09 July 2019	Not Detected	Not Detected	Not Detected	Not Detected
13 August 2019		1		1
11 September 2019		12		Not Detected
<b>2020</b>				
<b>POOL CLOSED COVID-19</b>				
<b>2021</b>				
3rd August 2021	32	59	80	10
19th August 2021	Not detected	11	1	4
<b>2022</b>				
14th July 2022	Not detected	1	78	Not detected
16th August 2022	Not detected	2		Not detected
22nd September 2022	1	Not detected	2	Not detected
<b>2023</b>				
21st June 2023	53	4	53	6
21st June 2023 - Independent Test	165	165	201	201



## **APPENDIX 3**

### **Example of Pool Safety Check Sheet**

# WOODUP POOL SAFETY CHECK

Life Belts check:

1	good condition	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>	hole in top of backboard
2	good condition	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>	
3	good condition	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>	top board missing

Comments:

Condition of Signs:

Main Info						
3	good	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>
7	good	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>
10	good	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>
11	good	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>
12	good	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>
15	good	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>

Comments:

Condition of Signs: warning

1-9 13 & 14	good	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>
-------------	------	--------------------------	------	-------------------------------------	------	--------------------------

Comments:

Emergency Telephone: working

Benches:	clean and inviting	<input checked="" type="checkbox"/>	rather uninviting	<input type="checkbox"/>
Picnic Tables:	clean and inviting	<input checked="" type="checkbox"/>	rather uninviting	<input type="checkbox"/>
Toilet:	clean and inviting	<input checked="" type="checkbox"/>	rather uninviting	<input type="checkbox"/>
Bins	clean and tidy	<input checked="" type="checkbox"/>	Untidy	<input type="checkbox"/>
BBQs	clean and inviting	<input checked="" type="checkbox"/>	rather uninviting	<input type="checkbox"/>

General comments: much of the graffiti removed, some still visible

Pool Filled: 17/05/22

Pool Emptied: 16/05/22

Check Carried out by: AS

Date 27/05/22

# WOODUP POOL SAFETY CHECK

Life Belts check:

1	good condition	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>
2	good condition	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>
3	good condition	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>

part of top board missing

Comments:

Condition of Signs:

Main Info

3	good	<input checked="" type="checkbox"/>	fair	<input type="checkbox"/>	poor	<input type="checkbox"/>
7	good	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>
10	good	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>
11	good	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>
12	good	<input checked="" type="checkbox"/>	fair	<input type="checkbox"/>	poor	<input type="checkbox"/>
15	good	<input checked="" type="checkbox"/>	fair	<input type="checkbox"/>	poor	<input type="checkbox"/>

Comments:

Condition of Signs:

warning

1-9 13 & 14 good

<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>
--------------------------	------	-------------------------------------	------	--------------------------

9 still missing

Comments:

Emergency Telephone: working

<input checked="" type="checkbox"/>	not working
-------------------------------------	-------------

Benches:

clean and inviting

<input checked="" type="checkbox"/>	rather uninviting	<input type="checkbox"/>
-------------------------------------	-------------------	--------------------------

Some graffiti on ones nearest road

Picnic Tables:

clean and inviting

<input type="checkbox"/>	rather uninviting	<input type="checkbox"/>
--------------------------	-------------------	--------------------------

Toilet:

clean and inviting

<input checked="" type="checkbox"/>	rather uninviting	<input type="checkbox"/>
-------------------------------------	-------------------	--------------------------

Bins

clean and tidy

<input checked="" type="checkbox"/>	Untidy	<input type="checkbox"/>
-------------------------------------	--------	--------------------------

BBQs

clean and inviting

<input type="checkbox"/>	rather uninviting	<input type="checkbox"/>
--------------------------	-------------------	--------------------------

a lot of left over coal & ash.

General comments:

Pool Filled: 18/07/22

Pool Emptied: 18/07/22

Check Carried out by: LS

Date 19/07/22

# WOODUP POOL SAFETY CHECK

Life Belts check:

1	good condition	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>
2	good condition	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>
3	good condition	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>

*1/2 top board missing*

Comments:

Condition of Signs:

Main Info						
3	good	<input checked="" type="checkbox"/>	fair	<input type="checkbox"/>	poor	<input type="checkbox"/>
7	good	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>
10	good	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>
11	good	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>
12	good	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>
15	good	<input checked="" type="checkbox"/>	fair	<input type="checkbox"/>	poor	<input type="checkbox"/>

Comments:

Condition of Signs: warning

1-9 13 & 14	good	<input type="checkbox"/>	fair	<input checked="" type="checkbox"/>	poor	<input type="checkbox"/>
-------------	------	--------------------------	------	-------------------------------------	------	--------------------------

*9 still missing*

Comments:

Emergency Telephone: working



Benches:	clean and inviting	<input checked="" type="checkbox"/>	rather uninviting	<input type="checkbox"/>
Picnic Tables:	clean and inviting	<input checked="" type="checkbox"/>	rather uninviting	<input type="checkbox"/>
Toilet:	clean and inviting	<input checked="" type="checkbox"/>	rather uninviting	<input type="checkbox"/>
Bins	clean and tidy	<input checked="" type="checkbox"/>	Untidy	<input type="checkbox"/>
BBQs	clean and inviting	<input checked="" type="checkbox"/>	rather uninviting	<input type="checkbox"/>

*not too untidy,  
just quite sandy.*

General comments:

Pool Filled: 30/08/22

Pool Emptied: 30/08/22

Check Carried out by: LS

Date 12/09/22

## **APPENDIX 4**

### **Accident/Incident Report Form**

**2022 - 2023**

**NO ACCIDENTS OR INCIDENTS  
RECORDED.**

## **APPENDIX 5**

### **Bathing Water Classification Regulations 1991**

## **SCHEDULE 2**

Regulation 2(3)

### **SAMPLING REQUIREMENTS**

1. Samples must be taken in accordance with the requirements of Schedule 3 in any year throughout the period beginning on 1st May and ending on 30th September.
2. Additional samples must be taken during that period if there are grounds to suspect that the quality of the waters is deteriorating for any reason or is likely to deteriorate as a result of any discharge.
3. All samples must be taken at the same point at the place in the particular waters where the daily average density of bathers is at its highest, and preferably 30 centimetres below the surface, except in the case of samples for testing for mineral oils, which must be taken at surface level.
4. The methods of analysis and inspection specified in Schedule 3, or methods which are at least as reliable, must be used for determining whether the parametric values specified in that Schedule are met.

**Bathing Waters (Classification Regulation 1991  
extract from Schedule 3)**

**Quality and additional sampling requirements**

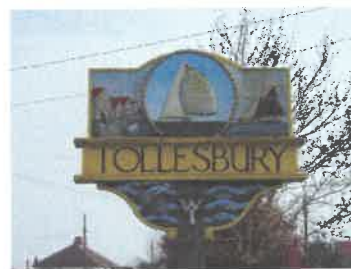
<b>Parameters</b>	<b>Guide or recommended level</b>	<b>Regulation Parametric value</b>	<b>Minimum Sampling frequency</b>
<b>Microbiological:</b>			
Total coliforms /100 ml	500	10,000	Fortnightly See note 1
Faecal coliforms /100 ml	100	2,000	Fortnightly See note 1
Faecal Streptococci /100 ml	100	-	See note 2
Salmonella 1 litre	-	(0)	See note 2
Enteroviruses PFU/10 litres	-	(0)	See note 2



**Bathing Waters (Classification Regulation 1991  
extract from Schedule 3)**

**Quality and additional sampling requirements**

Parameters	Guide or recommended level	Regulation Parametric value	Minimum Sampling frequency
<b>Physico-chemical:</b>			
pH	-	6 to 9 (0)	See note 2
Colour	-	No abnormal change in colour - (0)	Fortnightly See note 1  See note 2
Mineral oils      mg litre	0.3	No film visible on the surface of the water and no colour	Fortnightly See note 1  See note 2
Transparency		1 metre	Fortnightly See note 1



## ***TOLLESBURY PARISH COUNCIL***

### ***Woodrolfe Hard and Dock***

### ***Risk Assessment of Dinghy Moorings***

***9<sup>TH</sup> January 2024***



**Jim Thomas**

**Link into Leisure Ltd**

**3 Freeston Road, Heckington**

**Sleaford Lincs NG34 9TB**

**07552 123172**

## **1.0 Brief**

### **1.1**

***Link into Leisure Ltd were asked to carry out a review and risk assessment of the Moorings and Dinghies located at Woodrolfe Hard and Dock***

### **1.2**

***To carry out an inspection checklist on the moorings at Woodrolfe Hard and Tollfish Hump.***

### **1.3**

***To comment on findings in the form of risk assessment based on Health and Safety Guidance.***

***Document Managing Health and Safety and Safety in Pools HS(G) 179 and the Institution of Occupational Safety and Health.***

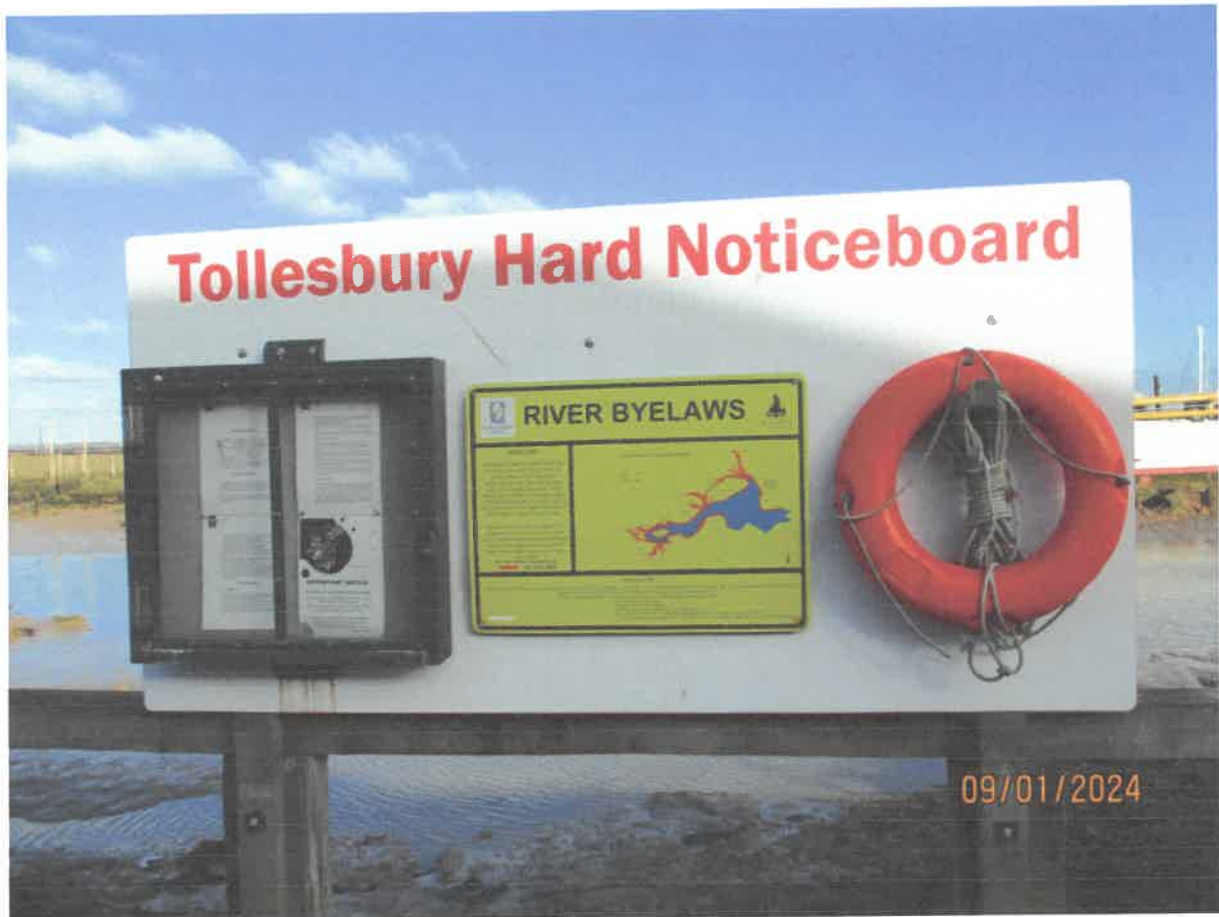


## ***2.0 INTRODUCTION***

**2.1 Tollesbury Parish Council leases Woodrolfe Hard and part of Bontings Creek – Comprising the ‘HARD’ the ‘DOCK’ and ‘TOLLFISH HUMP’. The leased area is provided as a public maritime facility for the primary purpose of launching and recovery of dinghies and miscellaneous vessels. The leased area forms an important part of Tollesbury infrastructure.**

**2.2 In order to ensure the safety of navigation and the sustainable use of the Leased area – Regulations apply. Appendix 1**

**Anyone using the leased area do so at their own risk and must then carry out their own assessment of risks each time they use the leased area. All hirers are provided with a copy of the Regulations. In addition, a copy is displayed on the notice board within the area. Along with a statement of “ **Own Risk** “. APPENDIX 1**





**2.3 The owners of the dinghies are responsible for ensuring that the vessels are “Fit for Purpose” and when moored, they must be securely anchored to the retaining rings located in the leased area.**



**2.4 During the 2024 season the Parish Council provide NEW mooring rings.**





- 2.5 On the road side “Flood Warning Notices” are displayed – warning vehicle owners of the danger of tidal flooding and the need to move vehicles to designated car parks.**





## **3.0 REGULATIONS**

### **3.1 USE OF WOODROLFE HARD**

- **Dinghies may use the Hard for launching and recovery on the tide for which no charge is levied.**
- **Vessels may lie on the Hard for light maintenance, Emergency repair or other permitted purpose for a maximum of 48 hours only.**
- **Permissions for a Dinghy to be kept on the Hard is discretionary and subject to the mooring fee being paid. Prior permission must be sought from the Parish Council.**
- **All Dinghies must be moored or stored as directed by the Parish Council and must display a current licence disc in a prominent place. The fee from April 2024 will be £75.00 per annum**



### **Continued 3.0 - REGULATIONS**

- **All dinghies must be securely fastened to the mooring rings and chains provided in such a manner that they cannot drift onto the road during high tides.**



**THERE ARE A NUMBER OF UNLICENCED DINGHIES ON THE "HARD"**

**Effort to track down the owners should be undertaken but, If the owners cannot be found then, the dinghies should be removed during the 2024 season.**

### **3.2 USE OF WOODROLFE DOCK**

- **Permission for a vessel to lie in the Dock is discretionary and prior written consent must be obtained from the Parish Council.**
- **The maximum time for lying up in the Dock is 6 weeks, for any one continuous period.**
- **Vessels shall be securely moored in such a manner so as not to interfere with or inconvenience persons using the dock or other areas within the leased space.**
- **Vessels using the Dock shall have in place third party liability insurance of not less than £3,000,000.00 and a copy of insurance should be lodged with the Parish Council. This is a requirement and should be enforced.**

### **3.3 NOTIFICATION AND PAYMENT OF FEES**

- **The annual charge which is published by the Parish Council becomes payable on a full year basis and is not pro rata. Upon receipt of payment a Licence Disc will be issued to the vessel owner to be displayed on the dinghy.**



- **In addition, all vessels using the Dock are subject to a per week or part thereof Dock Fee as from April 2024 currently £75.00.**

- **All fees and charges are to be paid within 28days of invoice date.**
- **All enquires relating to the Hard, The Dock and the leased area should be made to the Clerk of the Parish Council.**
- **The Parish Council reserve the right to remove any vessel or dinghy, the fee for which has not been paid when due or which fails to display the licence disc or which is lying on the HARD for a longer period than permitted.**
- **Following removal, the Parish Council shall use reasonable efforts to locate the owner. Failing that the vessel/dinghy may be sold to recover any outstanding debt including any reasonable costs relating to the councils' efforts in tracing the owner.**
- **No trailer will be left on the HARD other than for launching or recovery of dinghies or vessels.**
- **Any person damaging or causing their dinghy/vessels to cause damage to the HARD or DOCK shall be liable for the costs of any such damage**

### **3.4 DISPOSAL OF RUBBISH, Etc.**

- **No garbage or rubbish of any kind, oil, oily bilge water or any other toxic or polluting substances shall be discarded at any state of tide from any vessel, dinghy or vehicle in the vicinity of the HARD or DOCK.**
- **Any hull cleaning or washing undertaken on the HARD or in the DOCK is conditional upon the user complying with all current legalisation and codes of practice relating to the prevention of invasive or alien species from hull fouling, and the prevention of toxic residuals from anti-fouling being released into the water or onto the HARD or DOCK.**

### **3.5 GENERAL CONDITIONS**

- **Except in accordance with the above, no vessel or dinghy shall anchor, moor, take the ground or otherwise berth in the Leased Area without first obtaining permission in writing from The Parish Council.**
- **The Parish Council may require any vessel or dinghy that is anchored, moored or berthed in the Leased Area without the Parish Council consent to be removed.**
- **The Parish Council shall be entitled to give directions to persons using the HARD or DOCK or the Leased Area so as to ensure the safety of people, the environment, property and to maintain general good order.**
- **The Parish Council reserves the right to refuse access to any part of the HARD, DOCK or Leased Land for any vessel or dinghy that maybe detrimental to other users of such areas.**



**Sign could do with a refresh  
clean up and protect wood.**



## **4.0 INSPECTION CHECKLIST**

***TOLLESBURY PARISH COUNCIL***

***HARD, DOCK & LEASED AREA***

<b>Premises:</b>	<b>Dinghy Moorings</b>
<b>Responsible Person(s) and Position(s):</b>	<b>Tollesbury Parish Council</b>
<b>Date of Inspection:</b>	<b>9<sup>th</sup> JANUARY 2024</b>
<b>Inspector(s):</b>	<b>Jim Thomas</b>
<b>1. Mooring Details</b>	<b>Comments / Additional Information</b>
<b>Location</b>	Woodrolfe HARD The DOCK TOLLFISH HUMP Part of Bontings Creek
<b>Operating times</b>	Season runs April - March

How many weeks of the year is the facility open?	52 weeks a year
<b>2. Operations</b>	<b>Comments / Additional Information</b>
Who is responsible for maintaining & operating the facility?	Tollesbury Parish Council
<b>3. Policies, Procedures &amp; Risk Assessment</b>	<b>Comments / Additional Information</b>
Is there an up-to-date risk assessment of the facilities?	Yes
Are incidents/accidents/near misses recorded?	Yes
Are serious incidents/accidents/near misses recorded?	Yes
Do users adhere to the regulations for use of the facilities?	Yes – Refer to the Rules and Regulations as set out by the Parish Council

4. Inspection	Comments / Additional Information
Who carries out an inspection of the facilities?	Inspection of the current licence status of the moored dinghies is carried out by the Parish Council.
5. Safety Systems	Comments / Additional Information
Emergency lifesaving equipment	<p>Yes in Woodup pool area, buoys are readily available</p> <p><b>(Notices advising users of their location are displayed in area of HARD, DOCK and Leased Area)</b></p>
Emergency contact point	<p>Yes in Woodup pool area – “What three words” location is now used. Displayed on Notice boards for people to use their own mobile phones in case of emergency.</p> <p><b>(Notices advising users of its location are displayed in area of HARD, DOCK and Leased Area)</b></p>



## **5.0 RECOMMENDATIONS**

- 5.1 A copy of the regulations to be displayed on the notice board - **Complies****
- 5.2 In an emergency “What three words” system is now in place all the general public are Advised via the notice boards. **Complies****
- 5.3 A sign advising users where the location is of the lifesaving buoys also the location of the emergency telephone in case of emergency. **Complies****
- 5.4 A statement sign  
“All persons use the areas at their own risk and agree to abide with the rules and regulations applicable” **Complies****
- 5.5 The mooring fee for the facilities should be reviewed by the Parish Council on an annual basis and increased accordingly. 2022 SEASON was £52.00 this has been increased as From April 2024 to £75.00 per year.**

**5.6            A rota should be in place by the Parish Council to regularly inspect the dinghies moored to ascertain that they are licenced and they are secured correctly.**

**Complies**

**5.7            If found not to be so, then action should be taken to resolve the issues. Records should be kept of any incidents of this nature and enforcement of the rules and regulations is in the best interest of the Parish Council.**

**Complies**

**5.8            A regular inspection by the Parish Council of the general area should also be undertaken to make sure that the rules and regulations are adhered to and enforced with regard to any misuse. This inspection should also include the mooring rings to make sure they are “fit for purpose”**

**Complies**

**5.9            The Parish Council should set up a simple tick checklist for these inspections and keep the records for the year.**

**Complies**

**5.10          Any incidents/accidents/near misses are to be recorded on a sheet like the one used at Woodup Pool.**

**Complies**

- 5.11**            **A copy of the third party insurance along with contact details of all owners should be readily available to the Parish Council in case of emergency. Complies**
- 5.12**            **No licence disc should be issued without the relevant documents. Complies**
- 5.13**            **The safety of persons using the HARD, DOCK and LEASED AREA is of prime importance. Therefore, the Parish Council retains the right to issue directions or refuse access as to the use of these areas if the safety of people is at risk.**
- 5.14**            **Any person found damaging or causing damage to the areas shall be liable for the costs of any such damage.**

**5.15            Another inspection should be carried out to ascertain if there are enough mooring rings to take the number of dinghies registered. The number of moorings available to lease should be established by the Parish Council. During the 2024 season additional mooring rings are to be installed.**

**5.16            The risk assessment of the Hard, Dock and Leased Area should be carried out on a bi-annual basis at the same time as the Woodup Pool Inspection.**

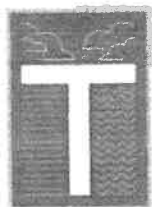
### **URGENT ADDITIONAL ITEMS –**

- 1 –     ALL UN - REGISTERED DINGHIES TO BE REMOVED DURING 2024 SEASON**



# APPENDIX

## 1



**TOLLESBURY  
PARISH  
COUNCIL**

**WOODROLFE HARD  
RULES & REGULATIONS**

# **Rules & Regulations Woodrolfe Hard**

**V5.1**

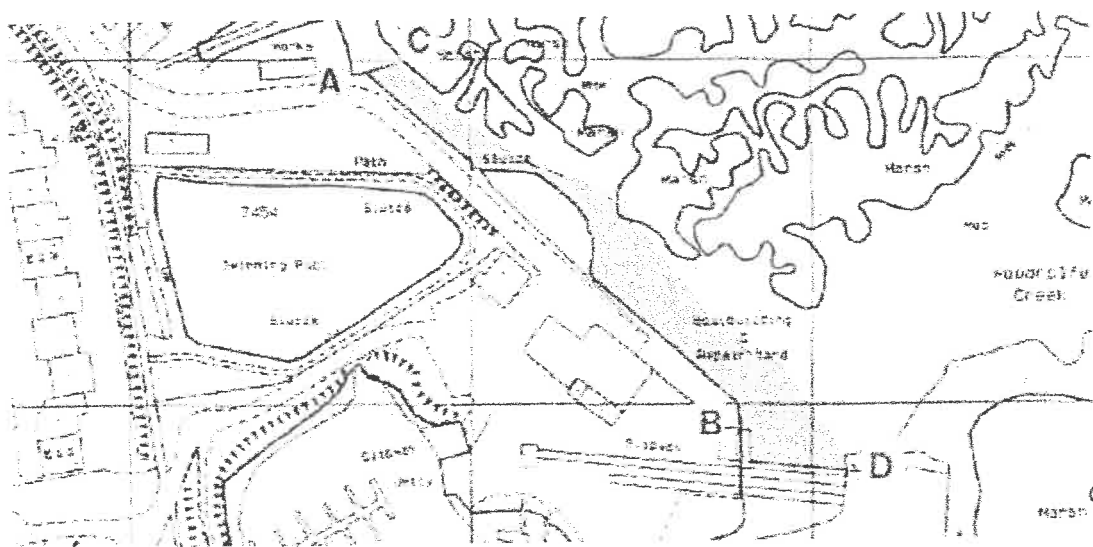
**Clerk:** Michelle Curtis

**Address:** 4 Valkyrie Close, Tollesbury, Essex CM9 8SL

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



## WOODROLFE HARD



### NOTICES and DEFINITIONS

- Tollesbury Parish Council (the "Parish Council") leases Woodrolfe Hard and part of Bontings Creek from The Crown Estate; and has an Annual Licence with Fellowship Afloat Charitable Trust (FACT) for use of the "Tollfish Hump".
- The "Leased/Licensed Area" comprises the "Hard", "Tollfish Hump" and the relevant part of Bontings Creek (shaded area, as illustrated between A-B and C-D).
- The Leased/Licensed Area referred to hereafter as the "Managed Area" forms an important part of Tollesbury's maritime infrastructure. It is provided as a public facility solely for the purpose of launching and recovery of dinghies and boats ("Small Craft").

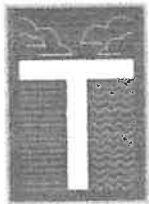


- "Dinghy" means any vessel less than 14' (4.3m) length overall and less than 10' (3.0 m) beam (including rigging, spars, tackle and fittings) powered by oars, paddles, sails, or outboard motor not exceeding 4HP.
- "Boat" means any vessel powered by oars, paddles, sails, inboard engine, or outboard motor; power unit not to exceed 50HP.
- Personal Water Craft (PWC) are prohibited unless by prior agreement, proof of insurance and an annual fee. Contact the Parish Clerk.
- Hovercraft are not permitted to launch or recover in the Managed Area.
- Small Craft are permitted to be launched or recovered from manual launching trolleys ("Trolleys") or from road trailers attached to vehicle towbars ("Trailers").
- To ensure the safety of navigation and the sustainable use of the Managed Area for the benefit of the people of Tollesbury and visitors, the following Rules & Regulations (the "Regulations") will apply.
- Anyone using the Managed Area will only be permitted to do so on the condition that they abide by the Regulations. All persons using the Managed Area do so at their own risk. They must carry out their own assessment of risks; and possess insurance cover for Third Party risks for up to £3,000,000.
- The Parish Council will not be liable for any damage, costs or losses suffered by any person using the Managed Area, whether involving Small Craft, Trolleys, Trailers or associated oars, paddles, engines, propulsors, sails, spars or marine equipment.

## **RULES & REGULATIONS**

### **1. Use of the Managed Area**

- Strictly complying with the definitions above, Small Craft are permitted to be launched or recovered from the launching ramp at the Hard on the tide, by hand or from a Trolley or Trailer. This is free of charge.
- Boats may lie on the Hard for light maintenance or emergency repair for a maximum period of two days. This is free of charge.
- Dinghies may be kept on the Hard, subject to prior application to the Parish Council and payment of a fee (the "Annual Charge").
- Once granted permission, dinghies must be moored or stored as directed by the Parish Council and must always display a valid Licence Disc in a prominent place.



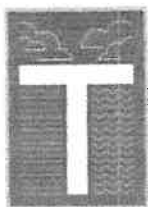
- Dinghies must be securely fastened to the mooring buoys and chains provided, in such a manner that they cannot drift onto the road or obstruct the launching ramp, whatever the wind conditions or state of tide.
- No Trailer shall be left on the Hard at any time.
- After use for launching and before use for recovery, Trolleys may be left adjacent to the Granary, but they must not obstruct the launching ramp at the Hard.
- Any persons damaging, or causing their Small Craft or vehicle to damage, the Managed Area shall be liable for the reasonable remedial costs of such damage.

## **2. Notification and Payment of Fees**

- Fees and charges are published on the website of the Parish Council.
- The Annual Charge is payable on a full year basis and will not be pro-rata.
- Upon receipt of payment for the Annual Charge, the Parish Council shall issue a Licence Disc.
- The Parish Council reserves the right to remove any Small Craft for which fees and charges have not been paid when due; that fail to display the Licence Disc; exceed the period of their license; or in any respect fail to comply with these Regulations.
- The Parish Council shall use reasonable efforts to locate the owner(s) of Small Craft removed. A notice published in Tollesbury Parish Magazine, the Tollesbury Neighbourhood Watch page of Facebook and on the Parish Council website shall constitute reasonable efforts.
- If, following reasonable efforts, the owner cannot be located, fails to promptly pay any fees and charges outstanding, or persistently breaches the Regulations, the Parish Council shall be entitled to sell the relevant Small Craft to defray costs.

## **3. Care for the Environment.**

- No garbage or rubbish of any kind, or oil, oily bilge water or other toxic or polluting substances shall be discarded or discharged at any state of tide from any Small Craft or other vehicle on or in the vicinity of the Managed Area.
- Any hull cleaning or washing undertaken on the Hard is conditional upon the user complying with all current legislation and codes of practice relating to the prevention of invasive or alien species from hull fouling.
- Whether by deliberate scraping or other maintenance action, it is strictly forbidden to release toxic residues (for example from anti-fouling paint) from the hulls of Small Craft into the water or onto any part of the Managed Area.
- Additional guidance is available on the RYA website.



#### **4. General Conditions**

- Small Craft using the Managed Area shall be handled with due care and attention; avoiding wash; keeping a careful lookout for swimmers; and always strictly complying with the local Speed Limits, namely:
  - 4 knots within the Managed Area and in Woodrolfe Creek and
  - 8 knots in the channels to seaward
- Other than for launching or recovery from the Hard, no Small Craft shall anchor, moor, take the ground or otherwise berth in the Managed Area without the prior written consent of the Parish Council.
- Notwithstanding the above, the Parish Council may require any Small Craft that is anchored, moored or berthed in the Managed Area without consent to be removed; failing which, the Parish Council may authorise its removal at the owner's expense.
- The Parish Council shall be entitled to give directions to persons using the Managed Area, to ensure the safety of people, the environment and property, and to maintain general good order.
- The Parish Council reserves the right to deny access to the Managed Area for any Small Craft in persistent breach of the Regulations, or with operating characteristics or methods of use that it deems to be detrimental to the safety of other users.
- Enquiries relating to the Managed Area and any proposals for exceptional, non-compliant or commercial use are to be addressed to the Parish Clerk for consideration in advance by the Parish Council, case by case.

### **FEES & CHARGES**

**(As at 1<sup>st</sup> April 2023)**

**The latest fees, charges, rules and regulations are on the Parish Council website.**

Annual Charge for Dinghy registration – **£60.00** (inclusive of VAT)

Annual Charge for Personal Water Craft - **£60.00** (inclusive of VAT)

All fees and charges are to be paid **within 28 days of invoice date.**

Small Craft in the Managed Area not displaying a required Licence Disc will be deemed in arrears.



**TOLLESBURY**  
PARISH  
COUNCIL

**Parish Council Contract Details**

**Clerk:** Michelle Curtis

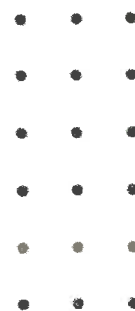
**Address:** PO Box 13205, Maldon, Essex CM9 9FU

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

Version	Details of Changes	Date	Approver
2.0	Updated Regulations	08/10/2015	WH Committee
3.0 – 5.1	Reviewed, edited and updated – remove 'Dock' – update definitions	19/11/2020 – 23/03/2021	WH Committee
5.1	Approved	06/04/2021	TPC



PHOTO BY DEREK BURCHELL



# IMPORTANT NOTICE

## WOODROLFE HARD AND TOLFISH HUMP

AN INSPECTION OF WOODROLFE HARD/TOLFISH HUMP WAS RECENTLY CARRIED OUT. THERE WERE

A TOTAL OF 49 DINGHIES MOORED. ONLY 22 DINGHY OWNERS HAVE PAID THEIR ANNUAL FEES.

IF YOU HAVE NOT PAID YOUR FEES, PLEASE DO SO IMMEDIATELY OR THIS WILL RESULT IN YOUR DINGHY BEING REMOVED AND DESTROYED

TO REGISTER YOUR DINGHY, PLEASE CONTACT  
THE PARISH CLERK ON 01621 869039 OR  
EMAIL [tollesburypc@btinternet.com](mailto:tollesburypc@btinternet.com)

19TH SEPTEMBER 2023





**TOLLESBURY**  
PARISH  
COUNCIL

Clerk: Michelle Curtis  
Address: PO Box 13205, Maldon, Essex CM9 9FU  
Telephone: 01621 869039.  
Email: tollesburypc@btinternet.com

### **WOODROLFE HARD/TOLFISH HUMP**

**THE PARISH COUNCIL HAS CARRIED OUT AN INSPECTION OF DINGHIES MOORED ON WOODROLFE HARD/TOLFISH HUMP.**

**THIS DINGHY IS NOT DISPLAYING THE CORRECT REGISTRATION NUMBER STICKER.**

**ALL REGISTERED DINGHY OWNERS MUST ENSURE THAT THE REGISTRATION NUMBER STICKER ALLOCATED IS CLEARLY DISPLAYED ON THEIR DINGHY IN A VISIBLE POSITION. DINGHIES NOT DISPLAYING THE APPROPRIATE STICKER WILL BE REMOVED FROM THE HARD AND DESTROYED.**



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HAZARD AREA ACCESS					Revised RISK FACTOR
HAZARD	HAZARD FACTOR [1 – 5]	PROBABILITY FACTOR [1 – 5]	RISK FACTOR [1 – 25]	MEASURES THAT ARE TO BE IN PLACE TO MAINTAIN THE RISK FACTOR AT AN ACCEPTABLE LEVEL	
<b>Vehicles</b>					
<b>Cars and Trailers in launch Area</b>	<b>2</b>	<b>1</b>	<b>3</b>	Cars limited to dropping off dinghies then parking up on road way. Demarcation area to show cars must not travel beyond	<b>3</b>
<b>Pedestrian access onto Hard, Dock or Leased area</b>	<b>2</b>	<b>1</b>	<b>3</b>	Allow unimpeded access and egress into the areas. All craft to be secured to mooring rings so people can have safe access.	<b>3</b>

HAZARD AREA				
MOORINGS				
HAZARD	HAZARD FACTOR [1 - 5]	PROBABILITY FACTOR [1 - 5]	RISK FACTOR [1 - 25]	MEASURES THAT ARE TO BE IN PLACE TO MAINTAIN THE RISK FACTOR AT AN ACCEPTABLE LEVEL
Dinghies not secured to mooring rings	2	4	8	Annual inspection of mooring rings by <b>Parish Council</b> . Mooring rings should be "fit for purpose" throughout the season. Good practice/responsibility rests with the owners of all craft. <b>Parish council</b> to vigorously inspect on a rota/regular basis throughout the season and enforce regulations with regard to fines/removal of offending craft. Dinghies or vessel should be secured to the mooring rings only. Must not be tethered to the balustrade. Must not be left unsecured.

## HAZARD AREA LAUNCHING AND RETRIEVAL

HAZARD	HAZARD FACTOR [1 – 5]	PROBABILITY FACTOR [1 – 5]	RISK FACTOR [1 – 25]	MEASURES THAT ARE TO BE IN PLACE TO MAINTAIN THE RISK FACTOR AT AN ACCEPTABLE LEVEL	Revised RISK FACTOR
Slips and trips on a slippery surface	1	1	2	The Hard, Dock and Leased Area slipways are to be kept free of debris and algae.	2
Tripping over launching trolleys	2	1	3	Launch trolleys should be removed from the slipway to storage area.	3
Manual handling	1	1	2	Care in moving all craft around the slipways at all times – good practice is the owners responsibility.	2
Weather conditions	2	2	4	Good practice is the owners responsibility – weather conditions to be taken into account when launching and retrieving all craft.	4

PAGES 5 – 8 LEFT BLANK – END OF RISK ASSESSMENT