

Those present:

Cllr Plater (Chairman)
Cllrs Bell
Cllr Page
Elaine Bamford – Non-voting member
Michelle Curtis (Parish Clerk/RFO)
2 members of the public

1. Chair

Cllr Bell nominated Cllr Plater to be Chair of the Environment and Amenity Committee. The nomination was unanimously agreed. Cllr Plater was declared Chair of the Environment and Amenity Committee for the ensuing municipal year.

2. Vice-Chair

Cllr Plater nominated Cllr Rogers to be Vice-Chair of the Environment and Amenity Committee. The nomination was unanimously agreed. Cllr Rogers was declared Vice-Chair of the Environment and Amenity Committee for the ensuing municipal year.

3. Apologies for Absence

Apologies were received and accepted from Cllr Rogers.

4. Declarations of Interest

Ms. Bamford declared a personal interest as follows:

- Personal interest as she is an Allotment holder and would be representing the Allotment Tenants.

5. Public Forum

A resident referred to his email, which will be considered at agenda item 10, and stated that the suggestion of contamination would also apply to St Marys and the Congregation Church graveyard.

6. Minutes

Resolved: The minutes of the Environment and Amenity Committee Meeting held on 16th April 2024 be approved as a true and accurate record of the meeting. Proposed Cllr Page, seconded Cllr Bell. Unanimously agreed by those who attended.

The Chairman signed the Minutes.

7. Finances/Earmarked Reserves

The Committee reviewed the Amenities Finances and Earmarked Reserves.

8. Quarterly Inspections

The Quarterly Inspection Report dated 1st July 2024 was received and noted. The Committee would address the items raised under agenda item 9.

It was agreed to move to agenda item 10.

10. Cemetery

The emails from two residents regarding the land at the Cemetery were received.

Action: Clerk to initially enquire with the Maldon District Council (MDC) Public Health Department. If MDC cannot assist, the Clerk will contact the Environment Agency.

9. Environment & Amenities

9.1 Allotments

Items raised in the inspection report:

- Signs - Dog fouling signage requires replacing

The Clerk advised that it has also been brought to her attention that the dog fouling sign at the start of the entrance track at the end of the allotments is damaged.

Action: Clerk to ask Maldon District Council to put up replacement signs.

- Gates - Bottom gate, lots of vegetation grown around the gate

Action: To review at the site visit.

- Other - Hoses left on several plots, a potential trip hazard

The Clerk has previously written to ploy holders regarding this.

Ms Bamford asked what the remit was for the employee who inspected the allotments.

The Chairman advised that the Amenities Officer inspect the Allotments. The Amenities Officer inspects the Allotments as a whole, not individual plots. They are responsible for notifying the Parish Council if there are any issues they feel the Parish Council needs to be aware of. The inspection report circulated to the committee contains a list of items for them to check. The Parish Council has a duty to inspect any land that they own.

The Clerk reported that during the site visit on the Allotments on 23rd April 2024, the Committee members noticed that a boundary on one of the plots had moved. The Clerk had written to the tenant to request that the boundary be moved back, but the tenant had not responded to the letter.

Action: Committee members will attend a site visit on 19th September 2024.

Ms Bamford reported that several Allotment Tenants had spoken to her regarding the hose issue. A request has been made to place a hose run along the Station Road hedge edge from the existing tank to the end gate and then fix a tap. The Allotment Tenants involved in this request are not asking the Council to do this but are asking for permission to do so at their cost. The hose run will be placed so as not to interfere with any hedge cutting.

Concern was raised regarding the likelihood of the hose freezing in the winter.

Action: Ms Bamford to find out further information on the request.

Cllr Bamford advised that someone is taking produce from the Allotments.

9.2 Hasler Green

Items raised in the inspection report:

- Lamppost - Leaning to the right – previously reported

- Other - Various holes were dug at Hasler Green
The Contractor has filled the hole on the corner of the footpath through Hasler Green.
- Piles of bricks left in the corner near the streetlight – The Amenities Officer removed the bricks.

The Chair advised that the Parish Council was considering quotations for various tree works on Hasler Green.

9.3 Woodrolfe Green

Items raised in the inspection report:

- Wooden bollards at the entrance appear to have been hit, and signs damaged – previously reported.
- Potholes – previously reported.
The Clerk reported that the Parish Council had approved the expenditure for repair work to be carried out.
- The area around the manhole cover has been dug out
The Clerk reported that Lewis & Scott had filled in the area with materials from the development site.

9.4 Cemetery

The Clerk reported:

- The daughter of a resident has contacted the Clerk regarding five grave spaces that her mother purchased in 1992. The lady's mother has now passed away, and it is understood that she purchased a plot for each of her children. The family do not wish to be buried in Tollesbury and has asked if the Parish Council would purchase back the graves. The graves were initially purchased for £25 each in 1992.
The Committee considered the request and agreed to pay back, as a goodwill gesture, the cost that the graves were initially purchased.
Action: When the Committee next reviews the Cemetery Rules and Regulations, consider including an item for the purchasing back of burial plots.
- It has been noticed that both ends of the Cemetery extension, where all the new whips have been planted, are overgrown and covered in ragwort. It is also difficult for the Contractor to mow these areas.
Action: Clerk to ask Tollesbury Climate Partnership (TCP) what the maintenance programme is for the new whips.

The Clerk reported that someone had left domestic waste by the green wheelie bin at the Cemetery. The Clerk has posted a notice on social media advising that the bin is for Cemetery waste only, not domestic waste. There is already a sign on the green bin advising of this.

Action: To continue to monitor.

The Clerk advised that the dog bin outside the Cemetery had been knocked over. The Clerk had arranged for the bin to be reinstated, but the Appletons Contractor cannot open it now.

Action: Clerk to arrange for the necessary adjustments so the bin can be opened.

9.5 Highways/Footpaths

The Clerk reported that a resident had brought to her attention that the public footpath sign behind the Marina and near the Wick entrance has broken at its base and is now propped up against the border fence. The resident has reported this to Essex County Council.

The Clerk advised that a large Open-reach vehicle was recently driving down East Street. It knocked a large branch off a tree and then went to drive on. A resident saw this and asked the driver to move the branch off the road. The branch has been left on East Street. At the time of the incident, the Clerk reported it to Cllr Durham to find out who was responsible for removing the large branch.

Cllr Bell advised that someone had cut the branch up within the last few days.

Action: To be monitored to see if the branch is removed.

The Clerk advised that a list of outstanding highway issues had been sent to Cllr Durham. Cllr Durham had asked Cllr Stephens for our priorities for his allocated highway repairs.

9.6 Street Lighting

There were no new issues to report.

9.7 Dogs/Litter Bins

There were no new issues to report.

The Amenities Officer has been carrying out the quarterly checks.

9.8 Defibrillators

No issues to report.

The Amenities Officer has been carrying out the monthly checks.

9.9 War Memorials

There were no new issues to report.

9.10 Bus Shelter

There is some potential rot in the bus shelter roof structure.

Action: Chair to prepare a specification for the works required to the roof structure, including the removal of the light, which is no longer used, so that the Clerk can obtain quotations for repairs

11. Allotment Rules and Regulations

The Committee reviewed the Allotment Rules and Regulations and suggested minor changes, which will be presented to the Full Council for approval.

12. Other Matters

The Clerk reported the TCP had set-up various recycling locations around the village for the recycling of items such as batteries, water filters and printer ink cartridges.

13. Date of the Next Meeting

The next Environment and Amenity Committee will be held on Tuesday, 12th November 2024, at 7pm in the Pavilion.

The Chairman closed the meeting at 8.15pm.