



Notice is hereby given that the Meeting of the Tollesbury Parish Council Woodrolfe Hard Committee will be held on Monday 3<sup>rd</sup> February 2025, in The Pavilion, Tollesbury Recreation Ground, Elysian Gardens, commencing at 7.00 pm, to which members of the Council are summoned for the transaction of the under-mentioned business.

*M. Curtis*

Michelle Curtis – Clerk to the Council/RFO

27<sup>th</sup> January 2025

Councillors: R Clare, L Goldie, S Plater, A St Joseph

Non-Voting Members: Andrew Eastham, Ben Parmenter

**Recording of Meetings**

The meeting will be recorded to assist the Parish Clerk to compile the minutes. The recording will be deleted afterwards.

**A G E N D A**

**1. Apologies for Absence**

To receive apologies for absence.

**2. Declarations 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**

Public participation - Residents wishing to raise a matter in the public forum should inform the Parish Clerk of the topic by noon the previous working day.

**4. Minutes**

To confirm the minutes of the Woodrolfe Hard Committee Meeting held on 16<sup>th</sup> October 2024

**5. Finance – Earmarked Reserves**

To review the finances and earmarked reserves for the Woodrolfe Hard Committee

**6. Operational Update**

Update and discussion on any safety issues or requirements for upkeep and/or innovation

**7. Fairways Committee/Crown Estates**

Update and discussion, including regarding the relationship with Crown Estates

**8. Rules & Regulations**

To review the Rules & Regulations for Woodrolfe Hard.

**9. Other Matters**

To consider any other matters relating to Woodrolfe Hard

**10. Dates of the Next Meetings**

To agree on the date for the next Woodrolfe Hard Committee

If you would like an item on the agenda at any Parish Council or Committee Meeting, please submit your request in writing to the Parish Clerk at least a week before the meeting.

**Clerk:** Michelle Curtis

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

**Telephone:** 01621 869039 **Email:** [clerk@tollesburyparishcouncil.gov.uk](mailto:clerk@tollesburyparishcouncil.gov.uk)

Earmarked Reserves  
Woodrolfe Hard

| Committed Project Description       | Other information | Expected completion period | Total Project Cost | Budgeted Cost | EMR Balance  | Additional comments |
|-------------------------------------|-------------------|----------------------------|--------------------|---------------|--------------|---------------------|
| Opening Balance 01.04.24            |                   |                            |                    |               | 1,553        |                     |
| <b>Current balance per accounts</b> |                   |                            |                    | <b>0</b>      | <b>1,553</b> |                     |

Working Information

| Committed Expenditure              | Other information            | Expected completion period | Total Project Cost | Budgeted Cost To Date | Committed EMR Expenditure | Additional comments |
|------------------------------------|------------------------------|----------------------------|--------------------|-----------------------|---------------------------|---------------------|
| Continued Improvement Works        | Maintenance of the Hard Area | 2024-25                    | 1,500              | 1,500                 | -1,500                    |                     |
| <b>Total Committed Expenditure</b> |                              |                            |                    | <b>1,500</b>          | <b>-1,500</b>             |                     |

**CURRENT BALANCE LESS COMMITTED EXPENDITURE**

**53**