



Notice is hereby given that the Meeting of Tollesbury Parish Council will be held on Tuesday, 18<sup>th</sup> February 2025, in The Pavilion, Tollesbury Recreation Ground, Elysian Gardens, commencing at 7.30 pm, to which members of the Council are summoned for the transaction of the under-mentioned business.

*M. Curtis*

Michelle Curtis – Clerk to the Council/RFO

11<sup>th</sup> February 2025

Councillors: S Plater (Chairman), M Bell, R Clare, P Gilbert, L Inwood, L Goldie, S Hawes, C Page, J Rogers, A St Joseph

**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. County Councillor and District Councillors**

To receive information from the County Councillor and District Councillors

**5. Minutes**

To confirm the minutes of the Parish Council Meeting held on 4<sup>th</sup> February 2025

## **6. Planning Applications**

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

- 6.1** Application No: 25/00048/HOUSE PP-13708128  
Proposal: Erection of close boarded fence to boundary's  
Location: Mount Ash 1 Mell Road Tollesbury
- 6.2** Application No: 25/00097/TCA PP-13744715  
Proposal: T1 Chestnut - Crown reduction by 1m  
Location: Templeton Hunts Farm Close Tollesbury

## **7. Annual Assembly**

To agree upon the date for the Parish Annual Assembly

## **8. Administration**

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

## **9. Community Matters**

To receive information only or note future agenda items

## **10. Public Bodies (Admission to Meetings) Act 1960**

Given the confidential personnel and contractual nature of the business to be transacted, consider excluding the press and public from the meeting

## **11. Employment Matters**

Employment Matters – Litter Picker

## **12. Public Bodies (Admission to Meetings) Act 1960**

To consider permitting the press and public to return to the meeting.

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

Full Council Meeting  
Tuesday 4<sup>th</sup> March 2025 – 7.30pm – Pavilion

### Committee Meetings

Woodup Pool Committee – 24<sup>th</sup> February 2025 – 7pm in the Pavilion  
Recreation Ground Committee – 5<sup>th</sup> March 2025 – 7.15pm - Pavilion  
Finance & Policy Committee – 24<sup>th</sup> March 2025 – 7pm – Pavilion  
Environment & Amenity Committee – 23<sup>rd</sup> April 2025 - 7pm – Pavilion  
Woodrolfe Hard Committee – 19<sup>th</sup> May 2025 – 7pm – Pavilion  
Personnel Committee – February 2026 - 7pm – The date to be confirmed

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)