

Those present:

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

1. Apologies for Absence

There were no apologies for absence; all Committee Members were present.

2. 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.

3. Public Forum

The Clerk advised that there were no requests from residents to address the Parish Council.

4. Minutes

Resolved: The minutes of the Environment and Amenity Committee Meeting held on 12th November 2024 be approved as a true and accurate record of the meeting. Proposed Cllr Page, seconded Cllr Rogers. Unanimously agreed by those who attended.

The Chair signed the Minutes.

5. Quarterly Inspections

The Quarterly Inspection Reports (amenity areas, dog/litter bin, and locks) dated January and April 2025 were received and noted.

Dog and Litter Bins and Locks Report

It was noted in the report that one of the doors on the notice board on the Pavilion was damaged.

Action: Clerk to obtain a quotation for a replacement door.

It was noted that the dog bin near the Elysian Gardens/St John's entrance was marked as being in poor condition.

Action: Clerk to take photographs of the bin.

Action: Clerk to obtain a quotation for a replacement dog bin.

Action: Committee to look at the litter and dog bins, which are in a poor condition, and plan for replacements in the future.

Amenity Area Reports

Allotments

- A metal box of brushes was left near the gate.

Action: Clerk to arrange for the box to be removed.

Hasler Green

- Lamppost – This has been replaced.
- Litter Bin – The bin has been scratched

Action: Cllr Page agreed to look at the bin and see if the scratch could be painted.

Woodrolfe Green

- The car park had been levelled since the last meeting.
- The bollards to the entrance had been reinstated.

6. Environment & Amenities

6.1 Allotments

Some members of the Committee had attended an on-site meeting on 14th April 2025. Those who attended noted that the Allotments appeared to be in good order.

The installation of a new water tap had been completed.

A breakdown of the quotations for the work required for the large plot at the bottom of the Allotments was yet to be received. The Finance & Policy Committee will discuss the work at their next meeting, as this is unplanned work, and no funds were set aside in the 2025/26 budget.

On behalf of the Allotment Tenants, E Bamford thanked the Parish Council for the new water tap and the work at the Allotments.

Consideration was given as to whether the grass on the perimeter paths may need cutting.

Action: E Bamford will monitor and notify the Parish Council if the grass is overgrown and requires cutting.

6.2 Hasler Green

There were no new issues to report.

6.3 Woodrolfe Green

The Clerk reported that there had been two incidents of fly-tipping at the Recreation Ground. The Clerk had put a notice on social media, reminding residents not to dispose of their domestic waste at Woodrolfe Green.

The clothes bank was full, and residents had left bags of clothes next to the bin. A resident has notified the Salvation Army that the bin is full and requested that they empty it. The Clerk had put a notice on social media, reminding residents not to leave bags next to the clothes bin.

6.4 Cemetery

It was noted that the cemetery looked well-maintained.

There were no issues to report.

The Clerk reported that the contract for the Cemetery grounds maintenance ends on 31st December 2025. The Committee will need to review the works specification later in the year.

The Clerk reported that the official opening of the orchard is being held on Saturday, 14th June 2025 at 10am.

6.5 Highways/Footpaths

The Clerk was pleased to report that the various highways matters raised with Cllr Durham had now been dealt with.

Cllr Bell raised the following issues:

- As you exit the village, the delimiting signs are faded, and the sign on the left is obscured by overgrown vegetation.
Action: Clerk to report to ECC Highways.
- The drain outside 18 East Street is full of water.
Action: Clerk to report to ECC Highways.
- At the recent full council meeting, a resident had reported, via the Clerk, that alexanders, which is an invasive plant, are taking over the village. The roads are lined with it, as is the recreation ground, the seawall and many fields.
Cllr Bell suggested that this should also be reported to Highways.
Action: Clerk to report to ECC Highways.

6.6 Street Lighting

The Clerk reported that A&J Lighting Solutions Ltd had carried out the annual maintenance visit for 2025.

It was noted that the streetlight near Fred's Store on Mell Road had now been upgraded to a new LED light by ECC.

6.7 Dogs/Litter Bins

There were no new issues to report.

6.8 Defibrillators

The Amenities Officer has been carrying out the monthly checks on the Parish Council-owned defibrillators (Sailing Club and Fire Station).

The Clerk reported that following the last meeting, contact had been made with Tollesbury Primary School and the Doctor's Surgery to ask if they would be happy for their defibrillator to be included on the Parish Council website.

Tollesbury Primary School were happy for it to be included, and the Clerk has added the location to the website. A note has also been included to say that it is only available during school hours.

The one in the doctor's surgery is not a community defibrillator. Their defibrillator is not left on the premises, and it is only available to use on-site with a member of their staff. If someone were in the surgery, they wouldn't hesitate to use it if needed. They would, therefore, prefer not to be added to the list.

The Clerk reported that an additional defibrillator is now available in the village. It is located outside the Congregational Church. The Congregational Church is

responsible for checking and maintaining the equipment. This defibrillator is included on the Parish Council website.

The Clerk reported that a new defibrillator is due to be installed on the outside of the Pavilion by the Football Club. The Clerk confirmed that the Football Club is responsible for checking the equipment and replacing consumables. Once installed, the Clerk would add the defibrillator's location to the website.

6.9 War Memorials

There were no new issues to report.

6.10 Bus Shelter

The Chair reported that the work to be carried out on the bus shelter should be done soon. Hytec were waiting for approval from Essex County Council Highways.

7. Cemetery

The Committee reviewed the Cemetery Regulations and made some minor amendments. The proposed amendments to the Cemetery Regulations would be put before the Full Council for approval.

8. Other Matters

There were no other matters raised.

9. Date of the Next Meeting

The next meeting will be held on 27th August 2025 in the Pavilion at 7pm.

Items for the next meeting:

Review allotment rules

Cemetery contract work specification

Action: Clerk to arrange a site visit at the Allotments in September.

The Chairman closed the meeting at 7.55pm.

Signed:..... Date:.....