

**Those present:**

Cllr Plater (Chair)  
Cllr Bell  
Cllr Clare  
Cllr Gilbert  
Cllr Goldie  
Cllr Hawes  
Cllr Page  
Michelle Curtis (Parish Clerk/RFO)  
District Councillor Stephens  
3 members of the public

**1. Apologies for Absence**

Apologies were received and accepted from Cllrs Rogers and St Joseph, County Councillor Durham and District Councillor Thompson.

**2. Declarations of Interest**

Cllr Clare declared interests as follows:

- Personal interest in relation to agenda items 8.2 and 11, Tollesbury Climate Partnership (TCP), as he is a member of TCP and has invested in the Tollesbury School project.

Cllr Bell declared interests as follows:

- Personal interest in relation to agenda items 8.2 and 11, Tollesbury Climate Partnership (TCP), as he is a member of TCP and has invested in the Tollesbury School project.

Cllr Gilbert declared interests as follows:

- Personal interest in relation to agenda items 8.2 and 11, Tollesbury Climate Partnership (TCP), as she is a member of TCP.

Cllr Goldie declared interests as follows:

- Personal interest in relation to agenda items 8.2 and 11, Tollesbury Climate Partnership (TCP), as she is a member of TCP.

The Chairman declared interests as follows:

- Personal interest in relation to agenda items 8.2 and 11, Tollesbury Climate Partnership (TCP), as he is a member of TCP, a TCP Committee/Working Party member, has invested in the Tollesbury School project, and his wife is a director of Tollesbury Climate Partnership.
- Personal and prejudicial interest in agenda item 6.1, planning application 25/00276/FUL PP-13856726, as his company, Plater Claiborne, is the agent for the application.

Cllrs Bell, Clare, Gilbert, Goldie, and the Chair have all been granted dispensation on any matters relating to Tollesbury Climate Partnership.

### 3. Public Forum

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

The Chair advised that his company, Plater Claibourne, is the agent for planning application 6.1, and he would, therefore, like to present his application to the Parish Council.

Simon Plater of Plater Claibourne gave an overview of the planning application at Wealden House, 42 Wycke Lane

### 4. County Councillor and District Councillors

Cllr Stephens reported:

- The new parking restrictions near the flood gate will come into force on 12<sup>th</sup> May 2025.
- Maldon District Council (MDC) are currently running a survey on Public Space Protection Orders regarding dogs. Residents and the Parish Council are encouraged to complete the survey. The survey period runs from 10<sup>th</sup> April to 20<sup>th</sup> May 2025.
- Devolution – Cllr Stephens has been advised that, as part of devolution, we will get an elected mayor, who can appoint their own cabinet of non-elected members.
- Cllr Stephens was currently drafting the application for yellow lines around the bus shelter area. This will be submitted to the Parish Council in due course.
- Parking on pavements – Cllr Stephens advised that she sits on an outside body, PATROL – Parking and Traffic Regulations Outside London – and the organisation is exploring ways to prevent pavement parking. Cllr Stephens is compiling evidence and taking photographs of vehicles parking on pavements in the village.  
Cllr Clare stated that parking on pavements is the only option in some areas of the village, but there are some places in the village where people park which are inappropriate.

### 5. Minutes

**Resolved:** The minutes of the Parish Council Meeting held on 1<sup>st</sup> April 2025 be approved as a true and accurate record of the meeting. Proposed Cllr Clare, seconded Cllr Gilbert. Unanimously agreed by those who attended.

The Chair signed the Minutes.

### 6. Planning Applications

In accordance with the declaration disclosed the Chair left the meeting. Cllr Hawes, Vice-chair, took the chair.

#### 6.1 Application No: 25/00276/FUL PP-13856726

Proposal: Demolition of existing garage and re-construction of new garage (re-submission of previously approved application FUL/MAL/22/00378, dated 18th May 2022).

Location: Wealden House 42 Wycke Lane Tollesbury

**Resolved:** Unanimously agreed to recommend approval of this application.

The Chair returned to the meeting.

## 7. Planning Decisions

7.1 25/00097/TCA – Templeton Hunts Farm Close – Approved

7.2 24/00895/WTP – The Light House 55A East Street - Approved

## 8. Woodup Pool

### 8.1 Sluice Gate

Cllr Hawes reported:

- As reported at the last meeting, there is an issue with the pool leaking. The pool was flushed several times, but it did not rectify the situation. The sluice gate was maintained during the winter, as it is annually. Unfortunately, the pool has been significantly leaking, which resulted in the pool needing to be emptied at the beginning of the Easter school holidays. It was emptied at this time, as this was the time the Contractor could fit us in to look at the sluice gate. The Chair, the Clerk and Cllr Hawes met with the Contractor on site, and nothing was stuck in the sluice gate that could cause the leak. The Contractor advised that there appears to be no issue with the sluice gate, and the issue could be with the seating around the sluice gate, which could be causing the problem, which would be a more significant issue. The pool was refilled earlier in the day, but the sluice gate is still leaking. The Clerk will be speaking to the Contractor to seek advice on the next steps to investigate further.

Cllr Clare reported:

- During the last few days, some residents have made negative comments on social media, which are very unhelpful. Parish Councillors are unpaid volunteers, the Clerk is part-time, and we are doing our best to address the issue with the sluice gate. The Parish Council is very aware of how well used the facility is and is trying its best to rectify this to accommodate all users.

**Action:** Clerk to arrange an on-site meeting with the contractors to discuss possible next steps.

**Action:** To overfill the pool and try to keep the pool levels as high as possible.

Cllr Hawes reported that when the Contractor was on site, they reported that the grills for the sluice gate are coming to the end of their life. An approximate cost for replacement grills is £3,000. This will need to be considered by the Committee when setting the 2026/27 precept. It was also reported that some of the handrails required attention. Maintenance works for the handrails will be scheduled for the end of the season.

### 8.2 Toy Library

Councillors considered the proposal from TCP to install a toy library at Woodup Pool during the season.

- The container will be made from a recycled pallet (so approx. 1m in width) to be positioned at the beach end of the pool
- The proposed location is next to the rainbow bench alongside the fence adjacent to Green Marine Boatyard (Frost & Drake).
- The storage box will be attached to the fence with a chain and padlock.

- Signage will be included on the storage box to explain how it is run and that it is the responsibility of TCP, not the Parish Council.
- TCP will maintain the library with help from TCP members so that it will be regularly checked for broken or inappropriate toys - beach toys only, no inflatables
- The library will be set up at the start of the season and removed at the end of the season (end of May until the end of September).
- If there are vandalism issues, the Parish Council reserves the right to request that TCP remove the toy library.
- The arrangement is to be reviewed annually.

**Resolved:** Unanimously agreed to grant permission to TCP to install a toy library at Woodup Pool.

### 8.3 Land Registry

The Chair reported that he had spoken to Peter Riches from the Crown Estate regarding the land registry of Woodup Pool. Peter advised that last month, new legislation was passed regarding Crown property, which has put a moratorium on all sales of property owned by the Crown Estate. An alternative option for Woodup Pool would be for the Crown Estate to issue a 150-year lease. This would incur costs in legal fees.

The Parish Council believes that Woodup Pool belongs to the parish, and there has been an error with the land registry. The Parish Council needs evidence that the pool belongs to the Parish Council. Cllr Clare advised that he had been through the Parish Council records and could not find evidence. Copies of minutes dating back to 1970 were held at the Essex Records Office.

**Action:** Chair to request a copy of the documentation from the Crown Estate confirming that the land at Woodup Pool belongs to them.

**Action:** Cllr Stephens agreed to research the minutes held at the Essex Records Office.

### 9. Tollesbury Climate Partnership (TCP)

**Resolved:** Unanimously agreed to the proposed amendments to the Licence Agreement between the Parish Council and TCP for using the land at the Cemetery for the Community Orchard.

**Action:** Clerk to ask TCP to make the area around the tree's base square rather than circular.

**Action:** Once TCP has confirmed that they will make the area around the base of the trees square, the Clerk to forward the updated Licence Agreement to TCP to sign.

The Clerk reported that the Cemetery Contractor had made contact regarding the Community Orchard. Cutting around the trees and new footpaths will take additional time and will incur an extra cost of £25.00 per cut. The area is generally cut once a month, although it has been cut twice in some months depending upon the growth.

**Resolved:** Unanimously agreed to accept the additional fee of £25 per cut. To be reviewed in six months.

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

## 10. Traffic Regulations

Notification of the Essex County Council (Maldon District) (Prohibition of Waiting, Loading and Stopping) and (On-Street Parking Places) (Civil Enforcement Area) (Amendment No. 19) Order 2025 was received and noted. The new restriction is effective from 12<sup>th</sup> May 2025.

Woodrolfe Road - Both Sides: From a point 11 metres southeast of the shared boundary of the Woodrope Building and the Sailing Club, south-eastwards for 30 metres.

Cllr Clare reported that a resident had expressed concern about an error on the drawing with the existing restrictions in place. Cllr Clare stated that he thought this was a typographical error on the drawing.

## 11. Community Engagement Team (CET)

Councillors reviewed the Service Level Agreement with MDC for the CET services for 2025/26. The Chair signed the Agreement on behalf of the Parish Council.

## 12. Administration

Allotments – The Clerk reported that the installation of the additional water tap at the Allotments was now complete.

Allotments – The Clerk reported that she had yet to receive the breakdown of the quotations for the work at the Allotments.

**Action:** Funding for the proposed works at the Allotments needs to be considered by the Finance & Policy Committee, as this is unplanned work, and no funds were set aside in the 2025/26 budget.

Street Lighting – The Clerk reported that the annual maintenance visit for 2025 has been completed.

Pavement Parking – The Clerk advised that, as requested, Fred's Stores had published on their social media, asking customers to be mindful when parking. The Clerk had also spoken to the MDC CET. The CET confirmed that parking on the pavement is an obstruction and a policing matter. They could report the parked cars to the Police, but it is very likely that action will be taken as the cars would have moved by the time an officer attends.

Woodup Pool – The Clerk advised that TCP would be happy to test the water in the pool for nitrates. They will also test for phosphates at the same time. TCP should be carrying out their sampling in the next two weeks.

Woodrolfe Green – The Clerk reported that she had emailed Lewis & Scott regarding their contractors' parking at Woodrolfe Green. To date, there has been no response. The Clerk reported that she had also been emailed by two visitors to the car park regarding the parking used by contractors.

Insurance – The Clerk reported that she requested a quotation to temporarily add the hire toilets to the insurance policy. Still awaiting quotation.

RCCE Awards – The Clerk reported that the RCCE were holding their annual awards. The competitions are the Rural Community Awards for Village of the Year, Village Hall and Community Building of the Year, Community Voluntary Group

Award and Community Enterprise Award. The application deadline is 2nd June 2025, should the Parish Council wish to submit any nominations.

Recreation Ground – The Clerk reported that a resident had reported that some youths (aged between 6-8) were riding electric bikes at the Recreation Ground. The bikes were going quite quickly, and the resident was concerned that they could be dangerous to the riders and other users of the Recreation Ground.

**Action:** Clerk to notify the CET.

**Action:** Clerk to post on the Parish Council social media, reminding people of the dangers of electric bikes, particularly for children.

Tree Planting – It has been reported that a few years ago, on the land at the bottom of Station Road, several trees were cut down, and it was understood that the landowner had said that they planned to plant some replacement trees. To date, no trees have been planted.

Bike Rack – The Clerk advised that a resident had requested that consideration be given to installing a bike rack at the bus shelter. Bikes could be secured when out for the day on the bus, and somewhere to safely put bikes when shopping in The Square or visiting the Church. At present, they are propped against any convenient wall, but this is not always popular.

The Chair advised that a bike rack at the bus shelter would not meet the Essex County Council guidance.

**Action:** To suggest to the resident that they ask the Congregation Church or St Mary's Church if they would consider installing bike racks on their land.

Alexanders – A resident reported that this invasive plant is taking over the village. The roads are lined with it, as is the recreation ground, the seawall and many fields

A resident at the meeting advised that the Essex Wildlife Trust (EWT) is aware of the alexanders around the seawalls. EWT plans to brush cut the alexanders before they seed, and it is hoped this will reduce the growth the following year.

**Action:** Clerk to forward the comments from the resident to TCP.

Complaint – The Clerk reported receiving a formal complaint regarding the Recreation Ground.

**Action:** To be reviewed by the Finance and Policy Committee.

### 13. Community Matters

Cllr Bell reported:

- He attended the recent Meet Your Councillor session. A resident had expressed their safety concerns when crossing the road around the centre of the village, outside the Post Office.

**Action:** Cllr Stephens agreed to raise this issue at the next MDC Overview and Scrutiny Committee meeting that Highways will attend.

Cllr Gilbert reported:

- The Clerk and Cllr Gilbert had attended the Committee meeting of Tollesbury Juniors Football Club. The new Committee is very enthusiastic and has ideas for improving the parking and facilities at the Pavilion. The Football Club were advised that the Parish Council were very supportive of the football in the village, and it was suggested to the Football Club they get together with the

two other men's teams (Tollesbury FC and Tollesbury Athletic) to think about what they want and then to come back to the Parish Council with their ideas and how such projects will be funded.

Cllr Clare reported:

- In February, it was brought to the Parish Council's attention that some landowners allegedly carried out inappropriate burning on their land. At that stage, the person who reported it was advised to notify MDC and the Environment Agency (EA) as the Parish Council has no powers to deal with such issues. A resident has asked that, should this happen again, the Parish Council also complain to MDC and the EA.  
The Parish Council agreed this would be considered should any further reports be received.

The Chair reported:

- It has been brought to his attention that Welbeck has submitted their planning application to MDC.
- He attended the recent Parish Council forum at MDC, where there was a presentation on community resilience.  
**Action:** A copy of the presentation is to be circulated to Councillors.
- It has also been suggested that the staff from a local business in the industrial area also use the car park at Woodrolfe Green.
- It is understood that the landowners for the land at the top of North Road, opposite the Welbeck site, are talking to land agents.

#### 14. Dates of the Next Meetings

Full Council Meeting

Tuesday 6<sup>th</sup> May 2025 - Extra-Ordinary Meeting – 7.00 pm - Pavilion

Tuesday 6<sup>th</sup> May 2025 – Annual Statutory Meeting - 7.30pm – Pavilion

Committee Meetings

Environment & Amenity Committee – 23<sup>rd</sup> April 2025 - 7pm – Pavilion

Woodup Pool Committee – 28<sup>th</sup> April 2025 – 6.30pm – Woodup Pool

Finance & Policy Committee – 30<sup>th</sup> April 2025 – 7pm – Pavilion

Woodrolfe Hard Committee – 19<sup>th</sup> May 2025 – 7pm – Pavilion

Recreation Ground Committee – 4<sup>th</sup> June 2025 – 7.15pm - Pavilion

Personnel Committee – February 2026 – Date to be confirmed

The Chair closed the meeting at 9.11 pm.

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