

Those present:

Cllr Page (Vice-Chair)
Cllr Bell
Cllr Chambers
Cllr Clare
Cllr Gilbert
Cllr Goldie
Cllr Marling
Cllr St Joseph
Michelle Curtis (Parish Clerk/Proper Officer/RFO)
District Councillor Stephens
District Councillor Thompson
2 members of the public

1. Apologies for Absence

Apologies were received and accepted from Cllrs Bartlett, Hawes and Rogers.

2. Declarations of Interest

Cllr St Joseph declared interests as follows:

- Personal interest with regard to agenda item 14, Tailors Charity, as Vivien St Joseph is his wife.

Cllr Gilbert declared interests as follows:

- Personal interest with regard to agenda item 6.2, planning application 25/00225/FUL, as her husband is a School Governor.

3. Public Forum

The Vice-Chair stated that members of the public are welcome to this meeting, but must remain silent throughout, unless they have given the Clerk prior notice of a public forum item. This is to avoid distracting councillors from the important business being conducted in the meeting.

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

4. County Councillor and District Councillors

The report from Cllr Stephens was received and noted.

Cllr Stephens gave a further explanation on the Maldon District Council (MDC) Local Development Plan (LDP) and housing numbers.

Action: Cllr Stephens to find out how MDC will engage with Parish Councils in relation to the infrastructure and work that is being initiated.

The Vice-Chair advised that the report from Cllr Stephens stated that MDC has agreed on the terms of a new Public Space Protection Order.

Action: To be discussed further by the Environment & Amenity Committee.

5. Minutes

Resolved: The minutes of the Parish Council Meeting held on 1st July 2025 be approved as a true and accurate record of the meeting. Proposed by Cllr Gilbert, seconded by Cllr Goldie. Unanimously agreed by those who attended.

The Vice-Chair signed the Minutes.

6. Planning Applications

6.1 Application No: 25/00602/TCA PP-14132747

Proposal: T1 - Willow - Height reduction by 1m, T2, T3, T4 - Limes - Height reduction by 4m, T5 - Bay - Fell, T6 - Elder - Fell.

Location: Tollesbury Congregational Church East Street Tollesbury

Resolved: Unanimously agreed to recommend approval of this application.

6.2 Application No: 25/00225/FUL

Proposal: Permission for the temporary building to become permanent

Location: Tollesbury County Primary School East Street Tollesbury

Resolved: Unanimously agreed to recommend approval of this application.

6.3 To consider any other planning applications from Maldon District Council – None received

7. Planning Decisions

7.1 25/00466/HOUSE - Mount Ash 1 Mell Road – Refused

7.2 25/00508/HOUSE - Guisnes Lodge Back Road - Approved

8. Finance

8.1 Monthly Financial Report

The Financial Reports as of the 31st July 2025 were presented to the Council (Appendix A).

Councillors received the following monthly financial reports:

Bank Reconciliation – The closing balance of £188,538.90

Expenditure to date – Budget £142,841 - Actual to date £50,322

Income to date – Budget £142,841 (including Precept £123,946) actual to date £137,184

Earmarked Funds – Closing balance £38,665.13 - Net movement £600.91

The Clerk reported:

- £4,506.31 received from HMRC for the VAT recovered between April and June 2025.
- A further £300 has been received from the Woodup Pool Event. This amount has been allocated to the Woodup Pool Earmarked Reserve (EMR). The total funds raised on the day amounted to £1,158. The Parish Council covered the event expenses, which totalled £769.24.
- £425 received for the unused grave markers. Cllr Hawes sold them on behalf of the Council.

The Vice-Chair and Cllr Clare signed the reports and bank statements.

- 8.2** Funds transferred within the Council's banking arrangements
The schedule of funds transferred within the Council's banking arrangements was received and noted (Appendix B).

The Vice-Chair and Cllr Clare signed the schedule.

- 8.3** Payments
The items for payment totalling £14,243.48 were presented for approval (Appendix C).
Resolved: Unanimously approved the payment schedule, including online payments.

The Vice-Chair and Cllr Clare signed the payment schedule.

Cllr Bell signed to confirm that he had checked the invoices against the payment schedule.

9. Recreation Ground

9.1 Verbal report from the Recreation Ground Committee

Cllr Gilbert reported:

- The new bench has been installed in the skate park area.
- The broken slats on the bench in the play area had been replaced.
- The youth shelter has been painted. Unfortunately, within the last day or two, the youth shelter has been graffitied.
- The targets on the kickwall have been painted. Thanks were given to Kevin Flower, who kindly volunteered to paint the targets. The Parish Council funded the cost of the paint.
It's great to see the kickwall in use.
- The new basketball hoop has been delivered. The socket has been installed, and the basketball hoop will be assembled and erected in the next few days.
Since the basketball hoop is very heavy-duty, it is recommended that the socket be installed in a 1m cube of concrete. This will add an extra £120 to the cost.
The equipment is heavier-duty than expected, and the quote from Bonz does not fully cover the amount of work involved. Bonz has said they will absorb this cost.
- The bin in the play area is loose at the base and needs to be re-secured into the ground. It is believed that this may be caused by vandalism.
- There are lots of weeds on the safety surfacing of the play area.
Action: Clerk to obtain a quotation from the contractor to spray the weeds off.
- The Amenities Officer has cleared all the overgrown weeds around the Pavilion.
- The gate nearest the zip-wire is not closing properly. The gate has been locked, and a quotation will be obtained to have it repaired after the school holidays.
- A set of football goal posts has been vandalised. The football club has repaired them.
- It has been observed that a resident of Elysian Gardens is keeping their green wheelie bin on the Recreation Ground.
Action: Clerk to ask the resident to move the bin onto their property.

9.2 Monthly Inspection Report

The Monthly Inspection Report dated 30/07/25 was received and noted.

9.3 Tree Survey Report

The Tree Survey Report was received and noted.

9.4 Tree Works Required

Resolved: Unanimously agreed to accept the quotation from Barney Reece for £1,695 to carry out the tree works identified as high risk as recommended in the Tree Survey Report, subject to the confirmation of the height of the trees to the satisfaction of the Parish Council and the safety aspects surrounding the remaining stumps.

Action: To consider allocating funds in the 2026/27 budget for work identified as medium risk in the tree survey.

10. Environment & Amenity (Allotments, Burial Ground, Hasler Green, Woodrolfe Green, Streetlight, Dog/Litter Bins, Highways, Footpaths)

10.1 Verbal report from the Environment & Amenity Committee

The Vice-Chair reported:

- A meeting was held last Friday to discuss various points raised at the Allotments. The Vice-Chair, Cllr Bell, the Parish Clerk, and Elaine Bamford attended the meeting.
- Following investigation works by Essex and Suffolk Water, the water was tested and is shown not to be mains chlorinated water.
- There have been several incidents of fly-tipping at Woodrolfe Green. Facebook posts by the Council do not seem to have deterred people.

Action: To be discussed further by the Environment & Amenity Committee.

10.2 Application to the South Essex Parking Partnership (SEPP)

Councillors reviewed the draft application SEPP prepared by Cllr Stephens.

Councillors thanked Cllr Stephens for her effort in preparing the document.

The application was for parking restrictions around the corners of East Street/Station Road, Station Road/High Street, Church Street/East Street, and Church Street/High Street during the times buses are in operation. It also included a bay marked on Church Street that states no parking except for the Market Stallholder during specified periods.

As this was a significant change being proposed, Councillors agreed that the Council should seek the views of the residents on the proposed parking restrictions before submitting any application to SEPP.

Action: Clerk to seek residents' views through publicity and sharing of the proposed changes, giving the opportunity for any comments on the proposed parking restrictions around the corners of East Street/Station Road, Station Road/High Street, Church Street/East Street, and Church Street/High Street. Parking restrictions are to be valid at all times, not solely during bus operation hours.

Residents to be given the opportunity to submit their views to the Parish Clerk by the end of September.

Action: Councillors to review any comments from residents and consider whether to submit an application to SEPP.

Regarding the bay designated for the market stallholder, it was agreed to discuss this further with the market stallholder.

11. Woodrolfe Hard

Verbal report from the Woodrolfe Hard Committee

Cllr Clare reported:

- A Committee meeting was scheduled for 18th August 2025.

- The speed buoys had been installed, and thanks were expressed to Tollesbury Marina for installing them and for providing the materials, chain, etc.
- The new signage “Road liable to tidal flooding” has been installed. Thanks were expressed to FACT, who installed one of the signs. There have been fewer reports of cars flooding, so it appears that the signs are effective.

12. Woodup Pool

12.1 Verbal report from the Woodup Pool Committee

The Vice-Chair reported the following on behalf of Cllr Hawes:

- A resident reported that there was a lot of rubbish left by the bins and in the water. The resident had cleared up the mess, and Councillors were very grateful for that.
FACT then kindly drained the pool and collected as much rubbish as possible.
- A resident reported that the beach toys are left on the beach and are not being returned to the toy library after use. Tollesbury Climate Partnership then issued a plea on Facebook to remind people.
- Frost and Drake had issues with youths in the boatyard. Frost and Drake put a post on Facebook to remind people that it is not a public right-of-way, and the Parish Council shared the post.
- A resident reported that there had been dogs on the beach and in the water.
- A question was previously raised about the Woodup Pool Event and whether lifeguards were necessary. The Clerk has checked with the independent risk assessor and has confirmation that there is no need to employ lifeguards, as we are fully covered by the presence of St John’s Ambulance.
Action: To be reviewed with the event organisers alongside the risk assessment at the next Woodup Pool event meeting.
- The BBQ near the pool was damaged. A local tradesman repaired it voluntarily for the parish at no cost. The Council expressed its gratitude to the tradesman.
- Emma Field has submitted a £1,000 grant application to Neighbourly for the upkeep of Woodup Pool. The result of the application will be announced at the next meeting, as it is currently being vetted.

Action: Clerk to ask the MDC CET to engage with users of Woodup Pool, reminding visitors to clear their rubbish, etc.

12.2 Land registry of Woodup Pool

There was no new information to report on the land registry.

Outstanding actions:

- Awaiting a response from the Crown Estate regarding the Conveyance document.

13. Meeting with Maldon District Council and Welbeck

Cllr Clare reported that a meeting was held on 9th July 2025 with MDC and Welbeck. Cllrs Hawes, Clare, Bell and Gilbert attended on behalf of the Parish Council. District Councillors Stephens and Thompson were also present.

At the meeting, it was noted that the previous concerns raised by the Parish Council, i.e. housing numbers, access, the road network and affordable housing, had not been taken into consideration by Welbeck when submitting their application. There was a discussion about Community Led Housing (CLH) and why it didn’t feature in their application.

There is no movement on CLH. From the view of MDC, it is not appealing to have CLH as it confuses affordable housing as defined from the developer's point of view, and it would presuppose that one of the landowners would be happy to put forward some of their land for less than a premium, as the land would be cheaper. It is very unlikely this will progress unless a local landowner is prepared to donate an acre or so, to enable a Community Land Trust to be established. Meanwhile, the RCCE continues to be helpful.

At the meeting, MDC advised that due to the changes in housing numbers required by the government, more homes are needed in the district. Therefore, the village needs to manage its expectations.

Cllr Bell reported that the status of the Colchester Road was raised at the meeting, as the protected lane seemed not to have been considered by Essex County Council (ECC) Highways.

MDC agreed to contact ECC to verify.

The Clerk advised that she had emailed MDC to ask for an update.

Cllr Clare proposed that the Parish Council progress the Neighbourhood Plan.

Action: Cllr Clare to prepare a paper for consideration at the Parish Council meeting on 2nd September 2025.

Cllr Thompson left the meeting.

14. Tailler Charity

In accordance with the declaration, Cllr St Joseph abstained from voting.

Resolved: Unanimously agreed to accept the proposal from the Tailler Charity Trustees and appoint Gemma Snow as a Trustee and Vivien St Joseph to serve as a 'shadow' Trustee for the Tailler Charity.

15. Police Reports

The Police Reports (confidential) were received and noted.

16. Maldon District Council Community Engagement Team

The June 2025 report was received. It was noted that three Vehicle Move-ons (VMOs) and one Penalty Charge Notice (PCN) were issued.

The report highlighted dog fouling in Station Road.

Action: Clerk to ask the CET if they could carry out a patrol on a Saturday around the Station Road area

The Clerk confirmed that following the last meeting, she had put a notice on social media reminding dog owners to "pick up".

17. Administration

The Clerk reported:

- Faded yellow lines near the Hard – The Clerk advised that she had reported the lines to the CET, who had previously requested that they be repainted.
- Pavement Parking – a resident contacted us about vehicles parking on the pavement opposite the doctor's surgery on Elysian Gardens. This blocks pedestrians from passing without stepping into the road. Previously, bollards

were placed here to stop pavement parking, but they have been removed and not replaced. The resident has also written to Priti Patel MP, who has agreed to raise the issue with Essex County Council Highways.

- Vehicles with no tax or MOT – It was reported that there are several vehicles with no tax or MOT being parked in Woodrolfe Road, Thurstable Road and Crescent Road. The Clerk advised that these vehicles have been reported to the police.
- Marina Footpath – A resident had emailed regarding the condition of the footpath near the Marina.

Cllr Clare explained that the footpath in question, FP24, which intersects with FP31 and FP30, is approximately 1.5m wide. The owner of the land adjacent to FP24, Tollesbury Marina, has allowed people to benefit from walking on the grass beyond the statutory 1.5m width. The landowner has been carrying out some work on their land, and in the dry conditions, some of the grass has died. Ruts were smoothed out once the work had been completed.

If there is any issue with the actual footpath, residents should raise it directly with ECC using the online portal.

- Bus Timetable – There were some minor amendments to the bus timetable to help relieve congestion, which were effective from 28th July 2025.
- Essex County Council is conducting a Public Consultation on Supported Local Bus Services. The consultation opened on 4th August 2025 and will close on 27th October 2025. The Clerk advised that she had shared information about the consultation on the Parish Council's social media and website.

Action: Council to review the consultation document and consider a response at the meeting in October.

18. Community Matters

Cllr Chambers reported:

- Some residents have raised concerns that some vehicles are parking on the pavement on West Street, making it difficult to see when exiting North Road. Cllr Chambers to advise the resident to report to Essex Police.

Cllr Gilbert reported:

- Tollesbury Pre-School and the Tollesbury Childminder have achieved an outstanding rating from Ofsted recently.

19. Dates of the Next Meetings

Full Council Meeting

Tuesday 2nd September 2025 – 7.30pm – Pavilion

Committee Meetings

Woodrolfe Hard Committee – 18th August 2025 – 7pm – Pavilion

Environment & Amenity Committee – 27th August 2025 - 7pm – Pavilion

Woodup Pool Committee – 8th September 2025 – 7pm – Pavilion

Finance & Policy Committee – 23rd September 2025 – 7pm – Pavilion

Personnel Committee – 14th October 2025 – 7pm - Pavilion

Recreation Ground Committee – Date to be confirmed

The Vice-Chair closed the meeting at 9.13pm.

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

Date: 01/08/2025

Tollesbury Parish Council Current Year

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Time: 16:02

**Bank Reconciliation Statement as at 31/07/2025
for Cashbook 1 - Tollesbury Bank Accounts**

User: MICHELLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Current Account 1	31/07/2025		58,643.51
Deposit Account	31/07/2025		515.78
Coop Current Account 2	31/07/2025		869.37
Petty Cash	31/07/2025		2.59
Unity Current Account	31/07/2025		455.98
Unity Instant Access Saver Acc	31/07/2025		78,051.67
HRBS - 90 Notice Account	31/07/2025		50,000.00
			<u>188,538.90</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			188,538.90
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			188,538.90
		Balance per Cash Book is :-	188,538.90
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320 EMR Amenities	8,672.60	-6,014.00	2,658.60
322 EMR Recreation Ground	9,770.71	560.00	10,330.71
323 EMR Community Support/Minor Pr	1,620.00	-1,004.00	616.00
324 EMR Woodup Pool	6,388.94	4,158.91	10,547.85
327 EMR Neighbourhood Plan	4,309.01	1,900.00	6,209.01
329 EMR Woodrolfe Hard	1,552.96		1,552.96
333 Harbour Project - R Lankester	250.00		250.00
336 EMR Woodup Pool Toilets	5,500.00	1,000.00	6,500.00
	<u>38,064.22</u>	<u>600.91</u>	<u>38,665.13</u>

Detailed Income & Expenditure by Budget Heading 31/07/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Wages</u>							
Wages :- Indirect Expenditure	20,274	69,221	48,947	0	48,947	29.3%	0
Net Expenditure	(20,274)	(69,221)	(48,947)				
<u>110 Administration</u>							
1076 Precept	123,946	123,946	0			100.0%	
1080 Bank Interest Received	394	1,500	1,106			26.3%	
1140 Agency Services Income	2,950	2,950	0			100.0%	
1150 Donations	38	0	(38)			0.0%	
1160 Other Income	1,597	0	(1,597)			0.0%	1,159
1200 Grants Received	1,000	0	(1,000)			0.0%	1,000
Administration :- Income	129,925	128,396	(1,529)			101.2%	2,159
4100 Audit Fees	300	750	450		450	40.0%	
4110 Bank Charges	27	100	73		73	26.9%	
4120 Insurance	100	4,200	4,100		4,100	2.4%	
4130 Miscellaneous	77	300	223		223	25.7%	
4140 Office Allowance	600	1,800	1,200		1,200	33.3%	
4150 Photocopier	395	1,200	805		805	33.0%	
4160 Postage	0	40	40		40	0.0%	
4170 Stationery	26	60	34		34	44.0%	
4180 Subscriptions	1,523	2,700	1,177		1,177	56.4%	
4190 Telephone	184	650	466		466	28.3%	
4200 Training	0	300	300		300	0.0%	
4210 Website	175	1,000	825		825	17.5%	
Administration :- Indirect Expenditure	3,407	13,100	9,693	0	9,693	26.0%	0
Net Income over Expenditure	126,518	115,296	(11,222)				
6001 less Transfer to EMR	2,159	0	(2,159)				
Movement to/(from) Gen Reserve	124,360	115,296	(9,064)				
<u>120 Amenities</u>							
1100 Allotments Income	0	1,553	1,553			0.0%	
Amenities :- Income	0	1,553	1,553			0.0%	0

Detailed Income & Expenditure by Budget Heading 31/07/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4130 Miscellaneous	136	800	664		664	17.1%	
4250 Allotments	2,140	1,800	(340)		(340)	118.9%	
4260 Hasler Green	100	400	300		300	25.0%	
4270 Rangers	0	1,600	1,600		1,600	0.0%	
4280 Woodrolfe Green	192	670	478		478	28.7%	
4420 Maintenance	0	1,000	1,000		1,000	0.0%	
Amenities :- Indirect Expenditure	2,569	6,270	3,701	0	3,701	41.0%	0
Net Income over Expenditure	(2,569)	(4,717)	(2,148)				
<u>130 Cemetery</u>							
1110 Fees	5,068	8,250	3,182			61.4%	
Cemetery :- Income	5,068	8,250	3,182			61.4%	0
4130 Miscellaneous	240	350	111		111	68.4%	
4310 Contract	1,750	6,860	5,110		5,110	25.5%	
4330 Water/Sewage Rate	168	300	132		132	55.9%	
4340 Rates	232	500	268		268	46.5%	
Cemetery :- Indirect Expenditure	2,390	8,010	5,620	0	5,620	29.8%	0
Net Income over Expenditure	2,678	240	(2,438)				
<u>140 Pavilion</u>							
1120 Hire Charge	70	75	5			93.3%	
Pavilion :- Income	70	75	5			93.3%	0
4330 Water/Sewage Rate	151	350	199		199	43.1%	
4400 Cleaning Items	42	75	33		33	56.4%	
4410 Electricity	504	1,600	1,096		1,096	31.5%	
4420 Maintenance	0	300	300		300	0.0%	
Pavilion :- Indirect Expenditure	697	2,325	1,628	0	1,628	30.0%	0
Net Income over Expenditure	(627)	(2,250)	(1,623)				
<u>150 Projects</u>							
4500 Amenities	8,618	1,500	(7,118)		(7,118)	574.5%	8,618
4530 Recreation Ground	4,020	4,000	(20)		(20)	100.5%	4,440
4540 Woodup Pool	0	3,000	3,000		3,000	0.0%	
4560 Neighbourhood Plan	550	3,000	2,450		2,450	18.3%	1,100
4610 Unallocated Sum	1,200	1,300	100		100	92.3%	1,200
4660 Woodup Pool - Toilet Project	0	1,000	1,000		1,000	0.0%	
Projects :- Indirect Expenditure	14,388	13,800	(588)	0	(588)	104.3%	15,358
Net Expenditure	(14,388)	(13,800)	588				
6000 plus Transfer from EMR	15,358	0	(15,358)				
Movement to/(from) Gen Reserve	970	(13,800)	(14,770)				

Detailed Income & Expenditure by Budget Heading 31/07/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>160 Rec Ground</u>							
1130 Pitch Fees	377	2,500	2,123			15.1%	
Rec Ground :- Income	<u>377</u>	<u>2,500</u>	<u>2,123</u>			15.1%	0
4310 Contract	2,401	9,610	7,209		7,209	25.0%	
4420 Maintenance	1,703	3,500	1,797		1,797	48.7%	
4710 Pitch	0	500	500		500	0.0%	
Rec Ground :- Indirect Expenditure	<u>4,105</u>	<u>13,610</u>	<u>9,505</u>	0	9,505	30.2%	0
Net Income over Expenditure	<u>(3,728)</u>	<u>(11,110)</u>	<u>(7,382)</u>				
<u>170 Street Clean</u>							
4310 Contract	0	500	500		500	0.0%	
Street Clean :- Indirect Expenditure	<u>0</u>	<u>500</u>	<u>500</u>	0	500	0.0%	0
Net Expenditure	<u>0</u>	<u>(500)</u>	<u>(500)</u>				
<u>180 Street Light</u>							
4130 Miscellaneous	40	0	(40)		(40)	0.0%	
4410 Electricity	(720)	4,000	4,720		4,720	(18.0%)	
4420 Maintenance	274	1,000	726		726	27.4%	
Street Light :- Indirect Expenditure	<u>(406)</u>	<u>5,000</u>	<u>5,406</u>	0	5,406	(8.1%)	0
Net Expenditure	<u>406</u>	<u>(5,000)</u>	<u>(5,406)</u>				
<u>190 Woodrolfe Hard</u>							
1110 Fees	1,744	2,067	323			84.4%	
Woodrolfe Hard :- Income	<u>1,744</u>	<u>2,067</u>	<u>323</u>			84.4%	0
4130 Miscellaneous	324	350	26		26	92.5%	
4730 Rent	0	585	585		585	0.0%	
Woodrolfe Hard :- Indirect Expenditure	<u>324</u>	<u>935</u>	<u>611</u>	0	611	34.6%	0
Net Income over Expenditure	<u>1,420</u>	<u>1,132</u>	<u>(288)</u>				
<u>200 Woodup</u>							
4270 Rangers	0	480	480		480	0.0%	
4310 Contract	68	270	203		203	25.0%	
4420 Maintenance	620	1,500	880		880	41.3%	
4700 Toilet	958	1,800	842		842	53.2%	
4760 Litter Collection	0	500	500		500	0.0%	

Detailed Income & Expenditure by Budget Heading 31/07/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4770 Water Testing	0	400	400		400	0.0%	
Woodup :- Indirect Expenditure	1,645	4,950	3,305	0	3,305	33.2%	0
Net Expenditure	<u>(1,645)</u>	<u>(4,950)</u>	<u>(3,305)</u>				
<u>210 S137 Expenditure</u>							
4800 Donations	0	1,000	1,000		1,000	0.0%	
S137 Expenditure :- Indirect Expenditure	0	1,000	1,000	0	1,000	0.0%	0
Net Expenditure	<u>0</u>	<u>(1,000)</u>	<u>(1,000)</u>				
<u>220 Other</u>							
4850 Agency Services	930	3,720	2,790		2,790	25.0%	
4860 Advertising	0	400	400		400	0.0%	
Other :- Indirect Expenditure	930	4,120	3,190	0	3,190	22.6%	0
Net Expenditure	<u>(930)</u>	<u>(4,120)</u>	<u>(3,190)</u>				
Grand Totals:- Income	137,184	142,841	5,657			96.0%	
Expenditure	50,322	142,841	92,519	0	92,519	35.2%	
Net Income over Expenditure	<u>86,862</u>	<u>0</u>	<u>(86,862)</u>				
plus Transfer from EMR	15,358	0	(15,358)				
less Transfer to EMR	2,159	0	(2,159)				
Movement to/(from) Gen Reserve	<u>100,061</u>	<u>0</u>	<u>(100,061)</u>				

**TOLLESBURY PARISH COUNCIL
SCHEDULE OF FUNDS TRANSFERRED WITHIN THE COUNCIL'S BANKING ARRANGEMENTS
TRANSFERS BETWEEN 1ST JULY AND 1ST AUGUST AUGUST 2025**

Aug-25

Date	Amount Transferred	From	To	Detail
01.07.25	£10,000	Co-operative Current Account	Unity Trust Bank	Top up account to cover online payments
01.07.25	£1,000	Co-operative Account No. 2	Co-operative Current Account	To reduce the balance of funds held in the debit card account
02.07.25	£5,000	Co-operative Current Account	Unity Trust Bank	Top up account to cover online payments
01.08.25	£7,000	Co-operative Current Account	Unity Trust Bank	Top up account to cover online payments
01.08.25	£350	Co-operative Account No. 2	Co-operative Current Account	To reduce the balance of funds held in the debit card account

Signatory 1:

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

Signatory 2:

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

TOLLESBURY PARISH COUNCIL
PAYMENTS FOR APPROVAL

Appendix C

August 2025

Date	Cheque No.	Payee	Invoice No/Ref	Expenditure Detail	Amount
CO-OPERATIVE BANK - CURRENT ACCOUNT					
15.07.2025	D/D	Octopus Energy	KI-C5266B98-0029	Electricity Supply - Pavilion	£89.10
31.07.2025	D/D	Utility Warehouse	239244394	Parish Phone	£55.16
01.08.2025	D/D	Maldon District Council		Non-Domestic Rates - Cemetery	£59.00
15.08.2025	D/D	A & J Lighting Solutions	39434	Monthly maintenance	£67.92
25.08.2025	D/D	Evolve Business Solutions	011449	Photocopier	£179.41
CO-OPERATIVE ACCOUNT - ACCOUNT No. 2					
07.07.2025	D/C	B&M		Cleaning Materials	£13.98
16.07.2025	D/D	Adobe	IEE2025009629816	Adobe Monthly Subscription	£16.64
30.07.2025	D/C	Imperative Training (Defib Shop)	1000282914	Replacement pads - Fire Station	£70.74
UNITY TRUST BANK - CURRENT ACCOUNT					
01.07.2025	ONLINE	Bonz	5361	VAT not included on July Payment Schedule	£480.00
05.08.2025	Online	Wages		Staff Wages	£3,788.88
	Online	HMRC		Tax & NI - July 2025	£1,442.70
	Online	Essex Pension Fund		Employee and Employer Contributions - August	£1,141.27
	Online	D W Maintenance	2749	Grounds Maintenance - Cemetery - July	£583.33
	Online	N Sharpley	2750	Grounds Maintenance - July	£912.08
	Online	Viking Skips		Amenities Officer - Holiday Cover	£200.00
	Online		2258	Civic Amenity Skip	£186.00
	Online		2274	Civic Amenity Skip	£186.00
	Online		2287	Civic Amenity Skip	£186.00
	Online	Maldon District Council	TOL10092999	CET - Apr - Jun 25	£466.99
	Online	Green Recycling	TOL57393107	Annual Inspection - Play Equipment	£78.12
	Online		451348	Waste Container - Woodup Pool	£96.43
	Online		453788	Waste Container - Woodup Pool	£164.52
	Online	Marmax Recycled Products	INV054043	New Bench - Recreation Ground	£1,203.60
	Online	Bonz	5370	Various works	£258.00
	Online		5381	Fell dead birch tree - Cemetery	£36.00
	Online	Euroloos	442908	Toilet Hire Insurance Woodup Pool Event	£52.80
	Online		445941	Toilet Hire - Woodup Pool	£89.59
	Online		450504	Toilet Hire - Woodup Pool	£252.41
	Online	K Flower		Materials for painting the kickwall	£53.96
	Online	Boyd Sport & Play Limited (Sportsequip)	40553	Basketball hoop	£1,296.00
	Online	Neil Foakes	0888	Repaint youth shelter and additional paint	£480.00
	Online	Phelan Barker	INV-5141	Email reinstall and set-up 4 new email accounts	£48.00
31.08.2025	D/D	Unity Trust Bank		Bank Charges	£8.85
TOTAL					£14,243.48

Payment Breakdown	
Tollesbury Current Account	£450.59
Tollesbury A/c No. 2 Debit Card	£101.36
Unity Trust Bank	£13,691.53
TOTAL	£14,243.48

Signatory 1:

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

Signatory 2:

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

Invoices checked against the payment schedule by:

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