



Notice is hereby given that the Meeting of Tollesbury Parish Council will be held on Tuesday, 5th May 2026, in The Pavilion, Tollesbury Recreation Ground, Elysian Gardens, following the Annual Statutory Meeting, 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

28th April 2026

Councillors: S Hawes (Chair), G Bartlett, M Bell, V Chambers, R Clare, P Gilbert, L Goldie, C Page, J Rogers, D Vigar

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. County Councillor and District Councillors

To receive information from the County Councillor and District Councillors

4. 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).

4.1 Agents, applicants, and residents will be invited to give their representation on the planning applications to be discussed.

4.2 To consider any other planning applications from Maldon District Council received after publication of the agenda

5. Planning Decisions

- 5.1 25/01116/HOUSE - Little Woodrolfe 13 Woodrolfe Farm Lane – Approved
- 5.2 25/00889/HOUSE - 13 North Road - Refused

6. Internal Audit

- 6.1 To receive the Internal Auditor's Report
- 6.2 To carry out a review of the Effectiveness of the Internal Audit

7. Accounts 2025/26

- 7.1 To approve the 2025/26 Accounts
- 7.2 To approve the Annual Governance and Accountability Return 2025/26

8. Finance

- 8.1 To receive and approve the Monthly Financial Report as of 30th April 2026
- 8.2 To receive the schedule of funds transferred within the Council's banking arrangements
- 8.3 To consider transferring funds into the Parish Council's existing deposit accounts
- 8.4 To approve payments

9. Finance & Policy Committee

- 9.1 To receive the draft minutes of the Finance & Policy Committee meeting held on 20th April 2026
- 9.2 To consider the proposal from the Finance & Policy Committee to allocate funds to cover the expenditure of unbudgeted works/services

10. Recreation Ground

- 10.1 To receive the draft minutes of the Recreation Ground Committee meeting held on 14th April 2026
- 10.2 To receive the Monthly Inspection Report

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

- 11.1 To receive a verbal update from the Chair/Vice-Chair of the Environment & Amenity Committee
- 11.2 To consider a quotation for repairs/maintenance of the surfacing of Woodrolfe Green car park
- 11.3 To consider a quotation to secure some bollards around the edge of the car park at Woodrolfe Green
- 11.4 To receive a letter from a resident regarding dangerous driving in the village

12. Woodrolfe Hard

To receive a verbal update from the Chair/Vice-Chair of the Woodrolfe Hard Committee

13. Woodup Pool

- 13.1 To receive the draft minutes of the Woodup Pool Committee meeting held on 27th April 2026
- 13.2 To consider the proposal from the Woodup Pool Committee to buy more sand for the beach area

- 14. Tollesbury Climate Partnership (TCP)**
14.1 To receive the minutes of the meeting held on 10th February 2026 of the TCP Marine Stakeholders Group
14.2 To consider the request from TCP for funding towards water testing
- 15. Maldon District Council - Community Engagement Team (CET)**
To receive the CET Report for March 2026
- 16. Administration**
To receive information from the Clerk – update on current and ongoing matters
- 17. Public Forum**
Public participation - Residents wishing to raise a matter in the public forum should inform the Parish Clerk of the topic by noon on the previous working day.
- 18. Community Matters**
To receive information only or to note future agenda items
- 19. Dates of the Next Meetings**
Full Council Meeting
Tuesday 2nd June 2026 – Full Council Meeting - 7.30pm – Pavilion
- Committee Meetings
Environment & Amenity Committee – 15th June 2026 - 7pm – Pavilion
Woodrolfe Hard Committee – 22nd June 2026 - 7pm – Pavilion
Finance & Policy Committee – 27th July 2026 – 7pm – Pavilion
Woodup Pool Committee – 21st September 2026 – 7pm - Pavilion
Personnel Committee – 13th October 2026 – 7pm – Pavilion
Recreation Ground Committee – TBC

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