

Those present:

Cllr Hawes (Chair)
Cllr Bell
Cllr Clare
Cllr Goldie
Cllr Page
Cllr Vigar
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 Bartlet, Chambers, Gilbert and Rogers.

2. Declarations of Interest

Cllr Bell declared an interest as follows:

- Personal and prejudicial interest with regard to agenda item 6.2, planning application 26/00066/OUTM, as their property backs onto the land.

Cllr Goldie declared an interest as follows:

- Personal interest with regard to agenda item 7.3, planning decision 25/00873/FUL, as they are the applicant.

3. Co-Option

The Chair reported that although some residents had shown interest, no applications had been received. The Clerk has re-advertised the vacancy and extended the deadline for applications.

4. County Councillor and District Councillors

The report from Cllr Stephens was received and noted.

Cllr Stephens reported:

- The following points were raised by the Maldon District Council (MDC) Housing Officer at a recent meeting:
 - 45 households in temporary accommodation (30,000 dwellings, so this is 1.5% of all households)
 - 90 open homelessness cases (0.3%)
 - 740 households on housing register (2.4%)
 - The Housing and homelessness Strategy expires this year, so a full re-write has been commissioned to ensure it reflects the current climate, the real needs of our residents, and positions us strongly ahead of Local Government Reorganisation.
 - The Council has created a new post - Strategic Housing Development and Enabling Officer. This is a new, standalone role, ensuring this has the focus and dedication it deserves.

- Temporary accommodation: Officers are working on a proposal to acquire more, to:
 - Allow people to stay close to schools, employment, and support networks
 - Reduce costly reliance on nightly paid accommodation
- Void properties: Continuing work with Registered Providers (AKA “Housing Associations” - e.g., Moat) to maintain tenant throughput, holding RPs accountable and addressing any under-performance
- Private rentals: Now introduced a Private Rented Sector Access Scheme:
 - So far, it has supported 11 households into privately rented accommodation, with ongoing support to help them sustain their tenancies.
 - Affordable housing: Homes England has approved MDC’s joint bid with Registered Provider CHP for Westcombe Park, Heybridge (Parcel 5)
 - Will deliver 13 Social Rent, 2 Affordable Rent, and 6 Shared Ownership homes
- Domestic abuse continues to drive increasing presentations. MDC is now 18 months into its gold-standard domestic abuse accreditation. MDC aims to be a survivor-led and trauma-informed District Council. Strong progress in policy, staff and Member training, developing champions, and raising awareness across the workforce - ensuring the council is a safe place for disclosure.
- Housing team was recognised as Team of the Year at MDC’s latest staff awards, reflecting the hard work and commitment of the officers who support our most vulnerable residents.

5. Minutes

Resolved: The minutes of the Parish Council Meeting held on 3rd March 2026 be approved as a true and accurate record of the meeting. Proposed by Cllr Clare, seconded by Cllr Goldie. Unanimously agreed by those who attended.

The Chair signed the Minutes.

6. Planning Applications

- 6.1** Agents, applicants, and residents will be invited to give their representation on the planning applications to be discussed. – None present

In accordance with the declarations disclosed, Cllr Bell left the meeting.

6.2 Application No: 26/00066/OUTM

Proposal: Outline planning application for a residential development of up to 149 dwellings (including affordable housing) with public open space, landscaping, sustainable drainage systems and vehicle access point from Mell Road (following the demolition of no. 6 Mell Road), All matters reserved except for means of access. Location: Land Rear of 6 To 108 Mell Road, Tollesbury

Resolved: Unanimously agreed to recommend refusal of this application.

- The scale of the development and the proposed location in the east of the village are not consistent with the detailed environmental considerations addressed in the pre-submission draft Tollesbury Neighbourhood Plan, which is currently being assessed by Maldon District Council's Officers. Two Housing Needs Surveys (conducted by the RCCE in 2017 and 2023) have indicated that development in the village should not exceed 50 houses.

- The application is contrary to the Maldon District Council Local Development Plan Policy S1, S3, S7, S8 and T2, creating significant and demonstrable harms to the community's health, social and cultural well-being and increasing waste and pollution.
- The proposal on this site has increased from 90 (previous application OUT/MAL/19/00837) to 149 dwellings. A 12% surge in the number of homes, in addition to two recent developments of 17 and 25 dwellings, risks unravelling the social fabric that makes Tollesbury more than a postcode. A development of this scale and pace puts at risk the social cohesion of a harmonious and long-established local community.
- Unlike other larger villages in the District identified for growth, Tollesbury is at the end of a peninsula, bounded on three sides by water, with corresponding access issues. The layout of the centre of the village was not designed for modern transport. Most of the Victorian properties lining the main route through the village do not have parking, leaving residents to park on the road and pavements. Whilst this creates natural traffic calming, the centre of the village is regularly gridlocked, compromising the conservation area. There is no scope to accommodate further demands on the limited road network.
- Whilst it is admirable to encourage sustainable transport methods, given the paucity of public transport and inadequate cycleways and footpaths, this is impractical in Tollesbury. The ancient design of the village within the conservation area means that pavements are narrow and risky for pedestrians, especially children and the elderly. They are already a safety concern for pushchairs, wheelchairs and mobility scooters.
- A concern regarding the scale of development in that area is that primary school children would need to be transported to school either in Tolleshunt D'Arcy or further afield, should there be insufficient places to accommodate them at Tollesbury Primary School, creating traffic surges at peak school hours past the school on roads that can only accommodate traffic on alternating sides due to parking on the other carriageway.
- There are limited employment opportunities in the village, and nothing in the proposal would generate enough additional jobs within the area for those relocating. Therefore, people moving into such a development would be commuting through the centre of the village, which is protected by a Conservation area.
- The Maldon District Council Local Development Plan Policy D2 Climate Change & Environmental Impact of New Development states that "Development must take into account the economic and other benefits of preserving the best and most versatile land. Where possible, poor quality land should be prioritised over higher quality land." 9% of the proposed development site is classified as 3a "good quality" and could be used for alternative projects that could benefit the community, e.g. food production, sustainable green energy, and affordable housing.
- The Parish Council strongly urges Maldon District Council to consider the Welbeck (application no. 25/00381/OUT PP-13872808), Obsidian (25/01057/OUTM PP-14431980), Land at North Road (application no. 26/00161/OUT PP-13502199) and the Gladman planning applications together along with the Tollesbury Neighbourhood Plan Pre-Regulation 14 document which is currently being assessed by MDC Officer. These are large-scale developments and will significantly affect all aspects of life in the village.

Cllr Bell returned to the meeting.

- 6.3** Application No: 26/00184/HOUSE
Proposal: Addition of a chimney stack to the front elevation
Location: Alpha House 15 North Road Tollesbury
Resolved: Unanimously agreed to recommend approval of this application.
- 6.4** Application No: 26/00203 PP-14801775
Proposal: Internal conversion of a cupboard into an ensuite to the master bedroom with extractor fan to side elevation and addition of window to the rear elevation.
Location: Rolls Farm 3 Prentice Hall Lane Tollesbury
Resolved: Unanimously agreed to recommend approval of this application.
- 6.5** Application No: 26/00161/OUT PP-13502199
Proposal: Outline application with all matters reserved for up to 24 residential units with public open space, enhanced vehicular access and new pedestrian link.
Location: Land At North Road Tollesbury
Resolved: Unanimously agreed to recommend refusal of this application.
Although the application is in line with the scale of development required in the village, as indicated in the two Housing Needs Surveys (conducted by the RCCE in 2017 and 2023), and is in the quadrant of the village identified for potential development in the draft Neighbourhood Plan (currently with MDC for review and comments), Councillors expressed the following concerns:
- The report from Maldon District Council “call for sites” identifies 15 houses for this site; yet the application is for 24.
 - There is concern that a development of this size with 40% affordable housing might not be viable.
 - The proposal is outside the development boundary, setting a precedent for growth into the surrounding countryside.
 - Sight-lines for pedestrians and vehicular traffic emerging from the proposed development onto the narrow, winding Back Road are short. Without provision of a pavement and a degree of realignment, the highway infrastructure could not safely support walkers, pushchairs, mobility devices or vehicle access and egress.
 - There are concerns about how construction vehicles will gain access to the site if Maldon District Council approved the application – neither North Road, Chapel Road (Tolleshunt D’Arcy) or Colchester Road (a protected lane with a narrow bridge and a 7.5 tonne weight limit) would be suitable for HGVs carrying materials and equipment to site.

Therefore, while it is acknowledged that the proposal and housing numbers align with the Tollesbury Draft Neighbourhood Plan, the Parish Council cannot approve this application for the reasons stated above and due to uncertainties regarding the housing requirements from Maldon District Council and the outcomes of the other three large planning applications (application no’s. 25/00381/OUT PP-13872808, 25/01057/OUTM PP-14431980, and 26/00066/OUTM) in the village.

6.6 To consider any other planning applications from Maldon District Council received after publication of the agenda – None received

7. Planning Decisions

7.1 26/00076/TCA – 19 North Road – Approved

7.2 25/00763/HOUSE- Greenbank Woodrolfe Farm Lane – Refused

7.3 25/00873/FUL - The Yacht Harbour Woodrolfe Road - Approved

8. Finance

8.1 Monthly Financial Report

The Financial Reports as of the 31st March 2026 were presented to the Council (Appendix A).

Councillors received the following monthly financial reports:

Bank Reconciliation – The closing balance of £102,638.21

Expenditure to date – Budget £142,841 - Actual to date £149,611

Income to date – Budget £142,841 (including Precept £123,946) actual to date £152,223

Earmarked Funds – Closing balance £27,401.50 - Net movement -£10,662.72

The Clerk reported:

- £279.59 received from Unity Trust Bank for interest on the Instant Access Account.

The Chair and Cllr Page 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 Chair and Cllr Page signed the schedule.

8.3 Payments

The items for payment totalling £12,894.15 were presented for approval (Appendix C).

Resolved: Unanimously approved the payment schedule, including online payments.

The Chair and Cllr Page signed the payment schedule.

At the end of the meeting, Cllr Bell will confirm and sign that he has checked the invoices against the payment schedule.

9. Finance & Policy Committee

9.1 Draft Minutes

The draft minutes of the Finance & Policy Committee meeting held on 24th March 2026 were received and noted.

9.2 Earmarked Reserves

Resolved: Unanimously agreed to the proposal from the Finance & Policy Committee to transfer £1,900 into the Amenities earmarked reserves for works at the Cemetery.

10. Asset Register

The Chairman reported that the Finance & Policy Committee had reviewed the Asset Register at its meeting on 24th March 2026.

Since the Finance & Policy Committee meeting, the Clerk had spoken with the Internal Auditor regarding the buildings on the asset register. At the Finance & Policy meeting, the values of the buildings on the asset register were updated to reflect the cost according to the recent valuation. To ensure consistency, the current value for all items should be either historical cost or replacement cost. The asset register has therefore been updated to reflect the cost price.

Resolved: Unanimously agreed to the amendments to the Asset Register (Appendix D). The balance of the total assets for 2025/26 is £487,079. Compared to 2024/25, which was £511,435, this is a reduction of £24,356, which is mainly due to the removal of the skate park, which was £23,202

11. Risk Assessment

The Chair reported that the Finance and Policy Committee had reviewed the Risk Assessment and Management Document at the meeting on 24th March 2026.

Resolved: Unanimously agreed to accept the proposed Risk Assessment and Management Document V10.0.

12. Policies and Procedures

12.1 Recruitment of Ex-Offenders Policy

There were no amendments to the Recruitment of Ex-Offenders Policy V3.0.

12.2 Dignity at Work Policy

There were no amendments to the Dignity at Work Policy V1.0.

12.3 Attendance at Meetings Policy

Resolved: Unanimously agreed to the proposed amendments to the Attendance at Meeting Policy. The new policy will be V3.0.

12.4 Investment Policy

There were no amendments to the Investment Policy V1.0.

12.5 Health and Safety Policy

Resolved: Unanimously agreed to the proposed amendments to the Health and Safety Policy. The new policy will be V2.0.

12.6 Establishing Tollesbury Community Land Trust (TCLT)

Resolved: Unanimously agreed to adopt the new Establishing Tollesbury Community Land Trust (TCLT) policy V1.0 and agreed to a start-up grant of £500.

Resolved: Unanimously agreed to cover the cost of membership for the Community Led Housing Network (CLHN) once the group is established. The CLHN offers access to information and legal advice to assist with the formal setup of the TCLT.

Any funds allocated to the TCLT membership will be deducted from the agreed £500 start-up grant.

13. Gift and Hospitality

All Councillors present confirmed they had not received any gifts or hospitality during the financial year 2025/26.

The Clerk advised that those councillors who were not present at the meeting had confirmed they had not received any gifts or hospitality during the financial year 2025/26.

14. Recreation Ground

14.1 Verbal report from the Recreation Ground Committee

Cllr Page reported:

- The Committee would be meeting on Monday, 13th April 2026.
- We are still waiting to find out whether funds held by the Hangout can be used to fund the Green Space Games in the summer. Cllr Chambers will be providing an update on this.

14.2 Monthly Inspection Report

The Monthly Inspection Report dated 27/03/26 was received and noted. The report had been updated and provided more information. Any items requiring action will be reviewed by the Recreation Ground Committee.

Cllr Thompson left the meeting.

14.3 Gigaclear

Resolved: Councillors agreed to grant permission for Gigaclear access to an existing UK Power Networks pole and to install an additional pole at the Recreation Ground.

Action: Clerk to ask Gigaclear if they would consider providing free Wi-Fi to the Pavilion.

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

15.1 Draft Minutes

The draft minutes of the Environment & Amenity Committee meeting held on 16th March 2026 were received and noted.

Cllr Page reported:

- The work on the end plot has been finished, and the new plots have been marked out. Currently, the new plots are being assigned to residents.
- There is still some rubbish on the end plot, and the Clerk is organising for it to be removed.
- During a recent inspection of the litter bins, it was noticed that the new bin on Hasler Green had been graffiti-ed. The graffiti has now been removed, and thanks were expressed for a quick response.

15.2 Lock-Up

Resolved: Unanimously agreed to accept the quotation from Stuart Bibby for £300 to carry out repairs to the roof of the Lock-up.

Further work was needed on the door hinges, and another quote would be submitted.

15.3 Saturday Morning Skip

The Clerk reported that she had received notification from Viking Skips that they were ceasing trading, and the last collection was on 4th April 2026.

The current cost is £155 + VAT per visit. Quotations have been received: one is £275 + VAT per visit, and the other is £735 + VAT per visit. Based on a two-monthly collection, the annual costs would be as follows:

Current - £3,720

Quotation 1 - £6,600

Quotation 2 - £17,640

Due to the significant rise in costs, the Parish Council agreed that they would like to continue the service, which is mainly funded by Essex County Council (grant received of £2,950), and will trial reducing the service to once a month.

When setting the 2026/27 budget, funds were set aside for the skip service based on current costs. No provision has been made for a significant increase in the skip service costs.

Resolved: Unanimously agreed to accept the quotation from Morley Skips for £275 per visit, if they are happy to provide the service once a month. If Morley Skips is unable to provide the service on a monthly basis, the provision of the facility will need to be reconsidered.

Action: Clerk to publish information on the changes to skip service and give residents the opportunity to give their feedback.

15.4 Cemetery Rules & Regulations

Resolved: Unanimously agreed to the proposed amendments to the Cemetery Rules & Regulations. The new policy will be V4.0.

16. Woodrolfe Hard

Draft Minutes

The draft minutes of the Woodrolfe Hard Committee meeting held on 2nd March 2026 were received and noted.

Thanks were expressed to FACT for installing the new swimmer safety signs.

17. Woodup Pool

Draft Minutes

The draft minutes of the Woodup Pool Committee meeting held on 9th March 2026 were received and noted.

18. Maldon District Council - Community Engagement Team (CET)

The February 2026 report was received. It was noted that one Vehicle Move-on (VMO) and one Penalty Charge Notice (PCN) were issued, both in West Street.

19. Administration

Annual Assembly – The Clerk reminded Councillors that the Parish Annual Assembly was being held on Tuesday, 21st April 2026.

20. Public Forum

The Chair advised that some questions had been received from members of the public, but they were submitted after the deadline, i.e., by noon the previous working day. The questions would therefore be deferred until the next meeting.

21. Community Matters

Cllr Clare reported:

- It was noted that the bus service had improved, and smaller buses were used for some journeys.

22. Public Bodies (Admission to Meetings) Act 1960

Resolved: Due to the confidential personnel and contractual nature of the business to be transacted, the meeting would be closed to the press and the public.

23. Employment Matters

Employment Matters Confidential minutes FC07-25-26.

24. Public Bodies (Admission to Meetings) Act 1960

Resolved: Open the meeting to the press and the public.

25. Dates of the Next Meetings

Full Council Meeting

Tuesday 5th May 2026 – Annual Statutory Meeting - 7.30pm – Pavilion

Tuesday 5th May 2026 – Full Council Meeting – Following the Annual Statutory Meeting - Pavilion

Committee Meetings

Recreation Ground Committee – 13th April 2026 – 7.30pm – Pavilion

Finance & Policy Committee – 20th April 2026 – 7pm – Pavilion

Woodup Pool Committee – Monday 27th April 2026 – 7.00pm - Pavilion

Environment & Amenity Committee – 15th June 2026 - 7pm – Pavilion

Woodrolfe Hard Committee – 22nd June 2026 - 7pm – Pavilion

Personnel Committee – 13th October 2026 – 7pm – Pavilion

The Chair closed the meeting at 9.31pm.

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

Date: 02/04/2026

Tollesbury Parish Council Current Year

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Time: 19:55

**Bank Reconciliation Statement as at 31/03/2026
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	31/03/2026		8,099.91
Deposit Account	31/03/2026		519.17
Coop Current Account 2	31/03/2026		467.95
Petty Cash	31/03/2026		2.59
Unity Current Account	31/03/2026		3,505.20
Unity Instant Access Saver Acc	31/03/2026		39,206.49
HRBS - 90 Notice Account	31/03/2026		50,836.90
			<u>102,638.21</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			102,638.21
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			102,638.21
		Balance per Cash Book is :-	102,638.21
		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	-7,894.00	778.60
322 EMR Recreation Ground	9,770.71	-4,808.00	4,962.71
323 EMR Community Support/Minor Pr	1,620.00	-1,004.00	616.00
324 EMR Woodup Pool	6,388.94	6,158.91	12,547.85
327 EMR Neighbourhood Plan	4,309.01	-3,050.00	1,259.01
329 EMR Woodrolfe Hard	1,552.96	-1,165.63	387.33
333 Harbour Project - R Lankester	250.00		250.00
336 EMR Woodup Pool Toilets	5,500.00	1,100.00	6,600.00
	<u>38,064.22</u>	<u>-10,662.72</u>	<u>27,401.50</u>

Detailed Income & Expenditure by Budget Heading 31/03/2026

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	68,708	69,221	513	0	513	99.3%	0
Net Expenditure	(68,708)	(69,221)	(513)				
<u>110 Administration</u>							
1076 Precept	123,946	123,946	0			100.0%	
1080 Bank Interest Received	2,390	1,500	(890)			159.3%	
1140 Agency Services Income	2,950	2,950	0			100.0%	
1150 Donations	296	0	(296)			0.0%	
1160 Other Income	1,771	0	(1,771)			0.0%	1,159
1200 Grants Received	2,000	0	(2,000)			0.0%	2,000
Administration :- Income	133,353	128,396	(4,957)			103.9%	3,159
4100 Audit Fees	720	750	30		30	96.0%	
4110 Bank Charges	98	100	2		2	97.8%	
4120 Insurance	4,333	4,200	(133)		(133)	103.2%	
4130 Miscellaneous	226	300	74		74	75.2%	
4140 Office Allowance	1,800	1,800	0		0	100.0%	
4150 Photocopier	1,151	1,200	49		49	95.9%	
4160 Postage	14	40	26		26	34.8%	
4170 Stationery	39	60	21		21	64.8%	
4180 Subscriptions	2,701	2,700	(1)		(1)	100.0%	
4190 Telephone	552	650	98		98	84.9%	
4200 Training	107	300	193		193	35.7%	
4210 Website	824	1,000	176		176	82.4%	
Administration :- Indirect Expenditure	12,564	13,100	536	0	536	95.9%	0
Net Income over Expenditure	120,789	115,296	(5,493)				
6001 less Transfer to EMR	3,159	0	(3,159)				
Movement to/(from) Gen Reserve	117,630	115,296	(2,334)				
<u>120 Amenities</u>							
1100 Allotments Income	1,462	1,553	91			94.1%	
Amenities :- Income	1,462	1,553	91			94.1%	0

Detailed Income & Expenditure by Budget Heading 31/03/2026

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4130 Miscellaneous	1,404	800	(604)		(604)	175.5%	
4250 Allotments	4,019	1,800	(2,219)		(2,219)	223.3%	
4260 Hasler Green	367	400	33		33	91.7%	
4270 Rangers	1,222	1,600	378		378	76.3%	
4280 Woodrolfe Green	639	670	31		31	95.4%	
4420 Maintenance	865	1,000	135		135	86.5%	
Amenities :- Indirect Expenditure	8,515	6,270	(2,245)	0	(2,245)	135.8%	0
Net Income over Expenditure	(7,053)	(4,717)	2,336				
<u>130 Cemetery</u>							
1110 Fees	12,838	8,250	(4,588)			155.6%	
Cemetery :- Income	12,838	8,250	(4,588)			155.6%	0
4130 Miscellaneous	417	350	(67)		(67)	119.0%	
4310 Contract	6,442	6,860	418		418	93.9%	
4330 Water/Sewage Rate	171	300	129		129	57.0%	
4340 Rates	586	500	(86)		(86)	117.3%	
Cemetery :- Indirect Expenditure	7,616	8,010	394	0	394	95.1%	0
Net Income over Expenditure	5,221	240	(4,981)				
<u>140 Pavilion</u>							
1120 Hire Charge	70	75	5			93.3%	
Pavilion :- Income	70	75	5			93.3%	0
4330 Water/Sewage Rate	304	350	46		46	86.9%	
4400 Cleaning Items	73	75	2		2	96.9%	
4410 Electricity	1,535	1,600	65		65	96.0%	
4420 Maintenance	154	300	146		146	51.2%	
Pavilion :- Indirect Expenditure	2,066	2,325	259	0	259	88.9%	0
Net Income over Expenditure	(1,996)	(2,250)	(254)				
<u>150 Projects</u>							
4500 Amenities	9,498	1,500	(7,998)		(7,998)	633.2%	9,498
4530 Recreation Ground	9,388	4,000	(5,388)		(5,388)	234.7%	9,808
4540 Woodup Pool	0	3,000	3,000		3,000	0.0%	
4560 Neighbourhood Plan	5,500	3,000	(2,500)		(2,500)	183.3%	6,050
4590 Woodrolfe Hard	166	0	(166)		(166)	0.0%	166
4610 Unallocated Sum	1,200	1,300	100		100	92.3%	1,200
4660 Woodup Pool - Toilet Project	900	1,000	100		100	90.0%	900
Projects :- Indirect Expenditure	26,652	13,800	(12,852)	0	(12,852)	193.1%	27,622
Net Expenditure	(26,652)	(13,800)	12,852				
6000 plus Transfer from EMR	27,622	0	(27,622)				

Detailed Income & Expenditure by Budget Heading 31/03/2026

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Movement to/(from) Gen Reserve	970	(13,800)	(14,770)				
160 Rec Ground							
1130 Pitch Fees	2,693	2,500	(193)			107.7%	
Rec Ground :- Income	2,693	2,500	(193)			107.7%	0
4310 Contract	8,805	9,610	805		805	91.6%	
4420 Maintenance	3,121	3,500	379		379	89.2%	
4710 Pitch	0	500	500		500	0.0%	
Rec Ground :- Indirect Expenditure	11,925	13,610	1,685	0	1,685	87.6%	0
Net Income over Expenditure	(9,233)	(11,110)	(1,877)				
170 Street Clean							
4310 Contract	300	500	200		200	60.0%	
Street Clean :- Indirect Expenditure	300	500	200	0	200	60.0%	0
Net Expenditure	(300)	(500)	(200)				
180 Street Light							
4410 Electricity	2,723	4,000	1,277		1,277	68.1%	
4420 Maintenance	807	1,000	193		193	80.7%	
Street Light :- Indirect Expenditure	3,530	5,000	1,470	0	1,470	70.6%	0
Net Expenditure	(3,530)	(5,000)	(1,470)				
190 Woodrolfe Hard							
1110 Fees	1,808	2,067	259			87.5%	
Woodrolfe Hard :- Income	1,808	2,067	259			87.5%	0
4130 Miscellaneous	395	350	(45)		(45)	112.8%	
4730 Rent	587	585	(2)		(2)	100.4%	
Woodrolfe Hard :- Indirect Expenditure	982	935	(47)	0	(47)	105.1%	0
Net Income over Expenditure	826	1,132	306				
200 Woodup							
4270 Rangers	0	480	480		480	0.0%	
4310 Contract	248	270	23		23	91.7%	
4420 Maintenance	620	1,500	880		880	41.3%	
4700 Toilet	1,674	1,800	126		126	93.0%	

Detailed Income & Expenditure by Budget Heading 31/03/2026

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4760 Litter Collection	417	500	83		83	83.3%	
4770 Water Testing	0	400	400		400	0.0%	
Woodup :- Indirect Expenditure	2,958	4,950	1,992	0	1,992	59.7%	0
Net Expenditure	(2,958)	(4,950)	(1,992)				
<u>210 S137 Expenditure</u>							
4800 Donations	250	1,000	750		750	25.0%	
S137 Expenditure :- Indirect Expenditure	250	1,000	750	0	750	25.0%	0
Net Expenditure	(250)	(1,000)	(750)				
<u>220 Other</u>							
4850 Agency Services	3,255	3,720	465		465	87.5%	
4860 Advertising	290	400	110		110	72.5%	
Other :- Indirect Expenditure	3,545	4,120	575	0	575	86.0%	0
Net Expenditure	(3,545)	(4,120)	(575)				
Grand Totals:- Income	152,223	142,841	(9,382)			106.6%	
Expenditure	149,611	142,841	(6,770)	0	(6,770)	104.7%	
Net Income over Expenditure	2,612	0	(2,612)				
plus Transfer from EMR	27,622	0	(27,622)				
less Transfer to EMR	3,159	0	(3,159)				
Movement to/(from) Gen Reserve	27,075	0	(27,075)				

TOLLESBURY PARISH COUNCIL
 SCHEDULE OF FUNDS TRANSFERRED WITHIN THE COUNCIL'S BANKING ARRANGEMENTS
 TRANSFERS BETWEEN 3RD MARCH AND 31ST MARCH 2026

Appendix B

Mar-26

Date	Amount Transferred	From	To	Detail
04.03.26	£10,000	Unity Trust Instant Access Account	Unity Trust Current Account	Top up account to cover online payments

Signatory 1:

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

Signatory 2:

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

TOLLESBURY PARISH COUNCIL
PAYMENTS FOR APPROVAL

April 2026

Date	Cheque No.	Payee	Invoice No/Ref	Expenditure Detail	Amount
CO-OPERATIVE BANK - CURRENT ACCOUNT					
13.03.2026	D/D	Octopus	KI-C5266B98-0037	Electricity Supply - Pavilion	£114.49
27.03.2026	D/D	Npower	IN15082787	Electricity Supply - Streetlights	£293.16
31.03.2026	D/D	Utility Warehouse	254644330	Parish Phone	£55.16
01.04.2026	D/D	Maldon District Council		Non-Domestic Rates - Cemetery - April	£61.60
15.04.2026	DD	A & J Lighting Solutions	40004	Monthly maintenance	£67.92
CO-OPERATIVE ACCOUNT - ACCOUNT No. 2					
16.03.2026	D/C	Adobe	IEE2026004978034	Monthly subscription	£16.64
01.04.2026	D/C	Imperative Training (Defib Shop)	1000318187	Defibrillator Pads	£121.14
01.04.2025	D/C	Moneysoft		Payroll Software	£108.00
UNITY TRUST BANK - CURRENT ACCOUNT					
07.04.2026	Online	Payroll		Staff Payroll	£5,037.85
	Online	Wallace Arboriculture & Groundcare	452	Cemetery Contract - Invoice underpaid January 2026	£124.25
			461	Grounds Maintenance - Cemetery - March	£745.50
			462	Grounds Maintenance Contract - March	£1,094.50
	Online	S Curtis		Holiday cover (February & March) - Amenities Officer	£200.00
	Online	Viking Skips Ltd	2444	Civic Amenity Skip	£186.00
			2456	Civic Amenity Skip	£186.00
			2452	Civic Amenity Skip	£186.00
			2458	Civic Amenity Skip	£186.00
	Online	Bonz Cairey Ltd	5534	Laying turf to demarate allotment plots	£936.00
			5536	Installation of litter bin East Street	£192.00
	Online	Gamart Engineering	GAM-26-0310	Replace sluice grill, work on handrail, sluice gate main	£1,680.00
			GAM-26-0313	Brackets for Swimmers signage	£156.00
			GAM-26-0366	Replacement bin liner - Woodup Pool	£192.00
	Online	Wave	16358475	Water Supply - Cemetery	£175.94
	Online	The Centre	PH2610	Hall Hire - Public Meeting re Gladman Application	£30.00
	Online	Essex Association of Local Councils	18994	Data Protection Training	£40.80
	Online	Rialtas	SM33828	Annual Software Support & Licence - Making Tax	£612.00
	Online	RCCE		Digital Software - Asset Management Software	£85.80
31.04.2026	D/D	Unity Trust Bank		Annual Membership	£85.80
				Bank Charges - March	£9.40
TOTAL					£12,894.15

Payment Breakdown	
Tollesbury Current Account	£592.33
Tollesbury A/c No. 2 Debit Card	£245.78
Unity Trust Bank	£12,056.04
TOTAL	£12,894.15

Signatory 1:

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

Signatory 2:

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

Invoices checked against the payment schedule by:

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

SUMMARY OF ASSETS BY GROUP NAME

<u>Group</u>	<u>Original Cost</u>	<u>Current Value</u>	<u>Insurance Value</u>
Buildings	266,331.57	266,331.57	553,430.00
Fixed Outside Equipment	1,451.99	1,451.99	6,404.00
Gates & Fences	17,319.26	17,319.26	25,418.00
General contents	3,884.16	3,884.16	9,350.00
Land	8.00	8.00	0.00
Memorials	22,832.52	22,832.52	34,785.00
Other Surfaces	36,067.97	36,067.97	52,554.00
Playground Equipment	74,988.84	74,988.84	107,459.00
Street Furniture	35,966.33	36,389.33	78,236.00
Uninsured	28,065.50	27,805.73	0.00
TOTAL	<u>486,916.14</u>	<u>487,079.37</u>	<u>867,636.00</u>

ASSET LIST BY GROUP NAME

<u>Asset Code</u>	<u>Description</u>	<u>Original Cost</u>	<u>Current Value</u>	<u>Insurance Value</u>
Buildings				
BUILD01	Pavilion	197,015.10	197,015.10	387,912.00
BUILD02	Store Shed	45,667.37	45,667.37	116,540.00
BUILD03	Village Lock-Up	23,649.10	23,649.10	48,978.00
TOTAL FOR Buildings		266,331.57	266,331.57	553,430.00
Fixed Outside Equipment				
KIOSK01	Telephone Kiosks x2	2.00	2.00	4,813.00
MISC11	Lifebuoys x 3	1,449.99	1,449.99	1,591.00
TOTAL FOR Fixed Outside Equipment		1,451.99	1,451.99	6,404.00
Gates & Fences				
FEN01	Fencing - Woodup Pool	7,819.26	7,819.26	11,912.00
FEN02	Fencing - Play Area	9,500.00	9,500.00	13,506.00
TOTAL FOR Gates & Fences		17,319.26	17,319.26	25,418.00
General contents				
GC01	20 Stacking Chairs	549.35	549.35	837.00
GC02	5 x 6ft Folding Tables	597.34	597.34	911.00
GC04	Projector	993.99	993.99	1,387.00
GC05	TV Screen	332.50	332.50	859.00
GC06	Photocopier	1.00	1.00	3,798.00
GC10	Laptop	1,409.98	1,409.98	1,558.00
TOTAL FOR General contents		3,884.16	3,884.16	9,350.00
Land				
LAND01	Woodup Pool	1.00	1.00	0.00
LAND02	Cemetery	1.00	1.00	0.00
LAND03	Allotments	1.00	1.00	0.00
LAND04	Victory Recreation Ground	1.00	1.00	0.00
LAND05	Elysian Gardens Plot	1.00	1.00	0.00
LAND06	Hasler Green	1.00	1.00	0.00
LAND07	Woodrolfe Green	1.00	1.00	0.00
LAND08	Cemetery - Extension	1.00	1.00	0.00
TOTAL FOR Land		8.00	8.00	0.00
Memorials				
MEM01	Memorial	8,154.47	8,154.47	14,715.00
MEM03	Memorial	8,154.47	8,154.47	10,132.00
MEM02	Memorial	6,523.58	6,523.58	9,938.00
TOTAL FOR Memorials		22,832.52	22,832.52	34,785.00
Other Surfaces				
OS01	Other Surface	23,861.41	23,861.41	36,351.00
OS02	Rubber Mulch Surfacing	9,171.00	9,171.00	12,291.00
OS03	Rubber Mulch Surfacing	3,035.56	3,035.56	3,912.00
TOTAL FOR Other Surfaces		36,067.97	36,067.97	52,554.00
Playground Equipment				
PE01	2 Bay Swings - Toddler	3,199.31	3,199.31	4,881.00
PE03	Junior Igloo	4,431.60	4,431.60	6,752.00
PE04	Timber/Metal Slide	4,800.06	4,800.06	7,313.00
PE05	Hunt Carousel	6,785.90	6,785.90	10,338.00
PE07	Youth Shelter	7,542.20	7,542.20	11,490.00
PE08	Playship	16,581.34	16,581.34	25,261.00
PE09	2 Springer Units	1,020.89	1,020.89	1,555.00
PE10	Fire Engine	2,945.00	2,945.00	3,948.00
PE11	Snake Slide	4,362.57	4,362.57	5,846.00

ASSET LIST BY GROUP NAME

<u>Asset Code</u>	<u>Description</u>	<u>Original Cost</u>	<u>Current Value</u>	<u>Insurance Value</u>
PE12	Aerial Runway - Surf Springer - Rocking See-saw	16,783.07	16,783.07	21,629.00
PE13	Kickwall	2,500.00	2,500.00	2,864.00
PE15	2 Bay swings	2,956.90	2,956.90	4,502.00
PE16	Basketball Hoop	1,080.00	1,080.00	1,080.00
TOTAL FOR Playground Equipment		74,988.84	74,988.84	107,459.00
Street Furniture				
SF01	Village sign	2,120.38	2,120.38	3,230.00
SF02	Bus Shelter (The Square)	9,888.31	9,888.31	40,750.00
SF03	Benches and Seats (21)	8,733.64	9,156.64	15,654.00
SF06	Streetlights	12,514.00	12,514.00	15,509.00
SF07	Signage Woodup Pool	2,710.00	2,710.00	3,093.00
TOTAL FOR Street Furniture		35,966.33	36,389.33	78,236.00
Uninsured				
CB01	Cigaretts Bins x2	119.68	119.98	0.00
DB01	Dog Bin	208.00	208.00	0.00
DB02	Dog Bins x7	2,082.70	1,822.63	0.00
DB03	Dog Bin	316.83	316.83	0.00
DB04	Dog Bin	242.00	242.00	0.00
DEFIB01	Defibrillator - Sailing Club	1.00	1.00	0.00
DEFIB02	Defibrillator - Fire Station	1,353.00	1,353.00	0.00
GC07	Cabinet	100.00	100.00	0.00
GC08	Storage Cabinet	143.15	143.15	0.00
GC09	Cabinets	330.00	330.00	0.00
LB02	Litter Bin	230.61	230.61	0.00
LB03	Litter Bin	126.98	126.98	0.00
LB05	Litter Bins x2	248.98	248.98	0.00
LB06	Litter Bin - Outside McColls	251.99	251.99	0.00
LB07	Litter Bin - On Storee Shed	251.99	251.99	0.00
LB08	Litter Bins x11	1,455.50	1,455.50	0.00
LB09	Litter Bin	181.65	181.65	0.00
LB10	Litter Bin	190.73	190.73	0.00
LB11	Litter Bin	212.00	212.00	0.00
LB12	Litter Bin - Rcreation Ground	220.00	220.00	0.00
LB13	Litter Bin - Hasler Road	230.00	230.00	0.00
LB14	Litter Bins x 2 - Bus Shelter	460.00	460.00	0.00
LB15	Litter Bin - East Street	230.00	230.00	0.00
MISC01	Picnic Tables & Benches	1,728.00	1,728.00	0.00
MISC02	Benches x3	1,197.00	1,197.00	0.00
MISC03	Rubber Matting	800.00	800.00	0.00
MISC04	Picnic Bench & Table	967.60	967.60	0.00
MISC05	Fire Proof Safe	505.28	505.28	0.00
MISC07	Key Hider	225.00	225.00	0.00
MISC08	Sluice Gate	8,260.00	8,260.00	0.00
MISC09	Blue Plaque	345.00	345.00	0.00
MISC10	Outside Lights	470.00	470.00	0.00
MISC13	Mooring Buoys	144.00	144.00	0.00
MISC14	Octobrunh Bench - Skate Park Area	824.00	824.00	0.00
PE14	Steel Goal Posts	445.00	445.00	0.00
SF04	4 Picnic Tables - Woodup Pool	2,768.83	2,768.83	0.00
SF08	HM Plaque	199.00	199.00	0.00
TOTAL FOR Uninsured		28,065.50	27,805.73	0.00
TOTAL		486,916.14	487,079.37	867,636.00