



## **SOUTHMINSTER PARISH COUNCIL**

**New Parish Room, Queenborough Road, Southminster, Essex. CM0 7AB**

Tel: 01621 773868

Fax: 01621 773868

E-mail: [southminsterpc@yahoo.co.uk](mailto:southminsterpc@yahoo.co.uk)

Website: [www.essexinfo.net/southminster-parish-council](http://www.essexinfo.net/southminster-parish-council)

### **Minutes**

#### **The Virtual Annual Parish Meeting of Southminster Parish Council 26<sup>th</sup> April 2021.**

**Present:** Cllr J Anderson, Cllr G Harrold, Cllr D Noonan, Cllr Wyn-Davies, Cllr Mische, Cllr Bridge and Cllr R Pratt.

**21/065 Apologies for absence.**

None.

**21/067 Election of Chairman**

Propose and elect Chairman for 2021/22.

Cllr Pratt proposed Cllr Anderson, seconded by Cllr Harrold, all in favour.

**21/068 Elected Chairman to sign Acceptance of Office**

Cllr Anderson signed the acceptance of office.

**21/069 Election of Vice Chairman**

Propose and elect Vice Chairman for 2021/22

Cllr Pratt proposed Cllr Harrold, seconded by Cllr Mische, all in favour.

**21/070 Members reminder to review their Register of Interests**

Cllr Anderson asked all members to review their Register of Interests.

**21/071 Co Option**

Propose and elect two Councillors, sign acceptance of office.

Deferred to next meeting.

**21/072 Election of Parish Council Members to committees and organisations.**

1. Allotment Committee – Cllr Harrold
2. Audit Committee – Cllr's Anderson, Harrold, Pratt, Noonan & Mische.
3. Cheque Signatories – Cllr's Anderson, Pratt & Harrold.
4. D.H.G.P.C – Cllr Anderson
5. Emergency Committee Cllr's Anderson & Harrold
6. Footpaths - Vacant
7. F.O.S.C.O.S – Cllr's Anderson & Noonan
8. Henry Gilder Drake Trust – Cllr Pratt
9. King George V Playing Field Committee/Strategic Development Committee

Signed by Cllr J Anderson 17<sup>th</sup> May 2021

- Cllr's Anderson, Harrold and Noonan.
- 10. Memorial Hall – Cllr Harrold.
- 11. Personnel Committee – Cllr's Anderson, Mische and Wyn-Davies.
- 12. Appraising staff – Cllr's Anderson, Mische and Wyn-Davies.
- 13. Grievance and discipline – allocated when necessary.
- 14. Planning Committee – Cllr Bridge
- 15. Public Health – Cllr's Wyn-Davies, Bridge and Mische.
- 16. Public Transport – Cllr's Anderson & Harrold.
- 17. Southminster Volunteers – Cllr's Anderson & Harrold

**21/073 To receive and approve Minutes of the last meeting – 15<sup>th</sup> March 2021 and EOM 14<sup>th</sup> April 2021.**

15<sup>th</sup> March 2021 Proposed by Cllr Pratt, seconded by Cllr Harrold

14<sup>th</sup> April 2021 Proposed by Cllr Pratt, seconded by Cllr Harrold.

**21/074 To receive and note any declarations of interest:**

Cllr Pratt – Non-pecuniary Interest 21/076 Chestnuts Seamer Road Southminster Essex

Cllr Pratt – Pecuniary Interest 21/076 Three Wells, Scalby Road, Southminster, Essex

**21/075 Public Session – opportunity for members of public to speak:**

None.

**21/076 Planning**

To discuss and respond to the following planning applications.

Week ending: 19<sup>th</sup> March 2021

21/00237/LBC PP-09601988

Renovation and alteration of existing accommodation associated with Police station, to 1No. 4 bedroom dwelling and 1No. 3 bedroom dwelling.

Renovation and extension of existing garage/shop block, and change of use to single detached 2 bedroom dwelling together with associated landscaping, car parking, cycle parking and refuse storage.

Former Police Station Queenborough Road Southminster Essex

Southminster Parish Council recommend the refusal of planning permission, due to insufficient parking.

21/00236/FUL PP-09601988

Renovation and extension of existing garage/shop block and change of use to single detached 2 bedroom dwelling together with associated landscaping, car parking, cycle parking and refuse storage. Renovation and alteration of existing accommodation associated with Police Station, to 1No. 4 bedroom dwelling and 1No. 3 bedroom dwelling with associated amenity space.

Former Police Station Queenborough Road Southminster Essex

Southminster Parish Council recommend the refusal of planning permission, due to insufficient parking.

Week ending 26<sup>th</sup> March 2021

21/00067/HOUSE PP-09446702

Proposed square bay window with pitched roof to the front of the property.

Signed by Cllr J Anderson 17<sup>th</sup> May 2021

6B North End Southminster Essex CM0 7DN  
Southminster Parish Council recommend the granting of planning permission.

Week ending 9<sup>th</sup> April 2021

21/00346/FUL PP-09690338

Proposed change of use from holiday use to permanent residential use

Chestnuts Seamer Road Southminster Essex

Southminster Parish Council recommend the refusal of planning permission for the reasons listed, unsustainable, outside the village envelope and loss of a holiday letting property.

21/00349/HOUSE PP-09696489

Demolition of single storey side extension and erection of a double storey side extension with rear facing dormer. The purpose of the extension is to create a larger Kitchen, Sun Room on the Ground Floor and an Office/Study on the first floor.

The extension measures 2.9m width x 7.627m Depth x 6.796m Height. It is set back from the front elevation by 500mm and stepped in at the rear by 1000mm. It's external fabric matches that of the existing dwelling.

18 Queenborough Road Southminster Essex CM0 7AB

Southminster Parish Council recommend the granting of planning permission.

The following planning application was added to the agenda at the Chair's discretion.

Cllr Pratt left the meeting at 18.32pm

21/00247/FUL PP-09608826

Demolition of existing part single and part two storey outbuilding and replacement with new oak framed part single and part two storey outbuilding.

Three Wells Scalby Road Southminster Essex

Southminster Parish Council recommend the refusal of planning permission, due to insufficient information on the plans, no measurements of existing building.

Cllr Pratt returned to the meeting at 18.44pm.

**21/077**

**Finance Matters: -**

- a: To receive and approve payment and receipts reports for April 2021 – Proposed by Cllr Harrod, seconded by Cllr Mische.
- b: To approve payments and to sign cheques – Proposed by Cllr Pratt, seconded by Cllr Harrod.
- c: To receive and approve the budget status for April 2021 – deferred to next meeting.
- d: To receive and approve the Bank Reconciliation Statement to 8<sup>th</sup> April 2021 – Proposed by Cllr Harrod, seconded by Cllr Mische.

**21/078**

**Dist Cllr's Report**

Firstly can I congratulate Cllrs Anderson and Harrod on their re-election and that said I look forward to working with them the clerk and the Council for the ensuing Municipal Year

The Council Offices are still closed but in exceptional circumstances it is possible to meet with offices subject to booking an appointment in advance.

Due to the District Council By-Elections the council is currently operating under the rules of Purdah

'Click it Local' which supports local independent retailers has launched on the MDC website

Applications are invited from small and medium sized businesses, who may have previously fallen outside the scope of central Government Covid-19 for financial support.

MDC are administrating the governments self-isolation payment scheme. Subject to the criteria being met grants up to £500 are available.

Polling Day 6<sup>th</sup> May - Polling Stations throughout the district will be implementing a 'Safe Voting' process which will mean all polling stations will be Covid compliant. Voters unless medically exempt will be required to wear a face covering whilst in the polling station. Although they will be provided to reduce the chance of transmission voters are advised to bring their own pen/pencil

Self-test kits are available from the local chemists and libraries or online via the Governments own website.

I have received several complaints from people living in the north of village regarding the noise from the Commercial Clay Pigeon shoot which takes place at Asheldham on Saturday mornings. If you or any one you know is affected by the noise nuisance then contact David Cant the Environmental Health Officer at MDC.

I have received several complaints regarding the roads around the Kings Road development - Officers from MDC have visited the site as a result.

MDC is holding an extraordinary meeting this Thursday. The council will decide next steps following the ending of the Coronavirus Regulations. The Council Offices are unsuitable to hold covid compliant Council meetings alternative venues are being considered and an announcement will be made following the meeting.

The next meeting of Maldon District Council will be the Statutory Annual Meeting on 20<sup>th</sup> May. The meeting will be held face to face at a venue and time to be confirmed. The meeting will be live streamed.

**21/079 King George V Proposed New Community Building**

Cllr Anderson to update

Cllr Anderson informed that he has now contacted three architects for quotes to progress the project to planning permission stage.

**21/080 Community Engagement Team**

To discuss and agree response to Request for Service April 2021 – March 2022.

Cllr Harrold commented that he felt no tangible results have been achieved and the money would be better spent on a Parish Warden, possibly split as two part time roles.

Cllr Bridge proposed that Southminster Parish Council should not renew the Service Level Agreement for 2021/2022 at the present time, seconded by Cllr Harrold.

**21/081 Jubilee Woods**

Update from Cllr Harrold/Cllr Anderson. The Clerk has made an application to the CIF Fund for a buddy/reflection bench.

Cllr Harrold informed that the contractor appointed to undertake maintenance/clear dead trees has started work and is currently ahead of schedule.

The Clerk informed that a Micro Grant application to the Community Initiatives Fund has been successful, a grant of £460 has been awarded for a Buddy/Reflection Bench.

Cllr Mische will gather costings for a litter bin, the Clerk will agenda for next meeting. Cllr Harrold will liaise with Appletons/MDC to organise the positioning of a new dog waste bin.

Signed by Cllr J Anderson 17<sup>th</sup> May 2021

Cllr Anderson informed that following removal of the dead foliage, there is a lot of litter. Members decided it would be beneficial to organise a litter pick. Cllr Harrold will speak with the scouts.

Cllr Pratt informed Essex County Council are looking to plant trees, Cllr Pratt will gather the information and forward to the Clerk. Cllr Pratt commented that trees should be planted during September, due to watering concerns.

**21/082      Public Session**

None.

**21/083      Date of the next meeting:**

TBC

**21/084      Close of business:** Meeting closed at 19.19pm.