



SOUTHMINSTER PARISH COUNCIL

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Minutes

The Meeting of Southminster Parish Council 17th May 2021.

Present: Cllr J Anderson, Cllr Harrold, Cllr H Bridge, Cllr Wyn Davies, Cllr Mische, Cllr D Noonan and Cllr R Pratt

In attendance: Joanna Jeffery, Parish Clerk and two members of the public.

21/085 Apologies for absence.
Dist Cllr Fluker.

21/086 To receive and note any declarations of interest:
None.

21/087 Co-option
Propose and elect two Councillors, sign acceptance of office.
Cllr Harrold proposed the co-option of Martyn Monks, seconded by Cllr Anderson, all in favour.

20/088 To receive and approve Minutes of the last meeting – 26th April 2021.
Proposed by Cllr Pratt, seconded by Cllr Harrold.

21/089 Public Session – opportunity for members of public to speak:
A resident who lives at 38 Kings Road commented on planning application 21/00174/OUT PP-09539306. The resident has made a representation to Maldon District Council making them aware that he needs access to the side of his property for maintenance and has a boiler with the flue on the boundary wall which will need clearance.

21/090 Planning
To discuss and respond to the following planning applications.
Week ending 30th April 2021
21/00174/OUT PP-09539306
Outline planning application for the construction of 7No. detached two storey dwellings and garaging.

Land between Kings Road and Burnham Road Southminster Essex
Southminster Parish Council raise NO OBJECTION to this planning application, but wish to make the following comment:
Southminster Parish Council would welcome a plan that includes more 2/3 bed houses than 4/5 bed houses.

Appeal Notifications – None.

Appeal Decisions – None.

21/091

Finance Matters: -

- a: To receive and approve payment and receipts reports for May 2021, proposed by Cllr Harrold seconded by Cllr Noonan.
- b: To approve payments and to sign cheques, proposed by Cllr Harrold, seconded by Cllr Noonan.
- c: To receive and approve the budget status for April & May 2021, deferred to next meeting.
- d: To receive and approve the Bank Reconciliation Statement to 8th May 2021, deferred to next meeting.

21/092

Dist Cllr's Report

None.

21/093

Proposed new building at King George V Memorial Field

Update from Cllr Anderson and Cllr Harrold.

This item will be discussed under exclusion of press and public.

21/094

To discuss and agree revision of start time for Parish Council meetings.

Would members prefer for the meetings to start at 7pm or 7.30pm.

After a short discussion Members agreed that meeting start time would remain at 7.30pm.

Resolved: Meeting start time will remain at 7.30pm.

21/095

Jubilee Woods

Update from Cllr Harrold/Cllr Anderson.

To discuss and agree the purchase of a litter bin.

To discuss and set date for litter pick.

Cllr Anderson informed that lots of scrub/deadwood is currently being removed from Jubilee Woods and that little maintenance had been carried out at the wood for around twenty years. As the project progresses Cllr Anderson informed that additional work and clearance may be needed. Cllr Anderson commented that the wood is a nice area for people to use and will be a nice area to educate youngsters on the woodland walk.

Cllr Mische commented that the plan has changed and gave a detailed breakdown of where the woodland carvings will be placed.

A discussion took place regarding the creation of a walkway at the back of the wood, Cllr Mische commented that to be disability inclusive it would need to be 1.7 metres wide to allow for a wheelchair.

Cllr Mische proposed the purchase of a bear litter bin at a cost of approx. £227 plus vat, Cllr Partt voiced his concerns that a plastic bin may get vandalised. Cllr Bridge seconded the proposal for the purchase of the bin.

Cllr Anderson Thanked Cllr's Bridge and Pratt for their help with the litter pick at the weekend. A date was set for a further litter pick of Friday 4th June 2021 at 10.30am.

Resolved: Members agreed the purchase of a bear litter bin for Jubilee Woods.

21/096 Public Session– opportunity for members of public to speak:

None.

21/097 Date of the next meeting:

14th June 2021 @ 7.30pm.

21/098 Exclusion of Press and Public:

To determine a proposal that the press and public should now be excluded from the meeting in accordance with The Local Government Act 1972, ss100.

Proposed by Cllr Pratt, seconded by Cllr Noonan.

21/099 To discuss and agree architect for King George V building.

To discuss quotes and agree architect to prepare plans for the planning application to be submitted.

Three quotes have been obtained, it was felt that they needed to be review thoroughly before a decision could be made. Cllr Monks will review and score and bring to a future meeting.

21/100 Community Hall 1

To discuss and agree change of use to Class A, to allow for a premises licence application.

After a short discussion Members agreed to the change of use but felt that the hirer would be benefitting from the change of use, so therefore they should pay the fee of £425.00.

Resolved: Members agreed to the building change of use to Class A, to allow for a premises licence application.

21/101 High Street Toilets

To discuss and agree the installation of intelligent lighting.

To discuss and agree the installation of a timed lock and signage.

Cllr Noonan proposed the installation of intelligent lighting and a timed lock and signage, seconded by Cllr Pratt.

Resolved: Installation of intelligent lighting, timed lock and signage.

21/102 Parish Warden

To discuss and agree the post of Parish Warden to include job advertisement , hours and salary.

The Parish Clerk circulated figures of expenditure from 2019/2020 which was felt to be a clearer reflection of expenditure than 2020/2021, all budget headings could be undertaken by the Parish Warden.

Members discussed the advantages of the role and asked for the Parish Clerk to draw up a job description/person specification to bring to the next meeting.

Signed by Cllr J Anderson 14th June 2021

Members felt that a role of 16 hours per week would be a good starting point and could look to increase either hours or an additional role at a later date.
Cllr's Anderson, Wyn-Daves and Mische will form the interview panel with the Parish Clerk.

21/103

Close of business:

Meeting closed at 8.20pm.