



SOUTHMINSTER PARISH COUNCIL

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

Tel: 01621 773868

Fax: 01621 773868

E-mail: southminsterpc@yahoo.co.uk

Website: www.essexinfo.net/southminster-parish-council

**Councillors are summoned to attend the Southminster Parish Council Meeting to be held at Community Hall 1, King George V Memorial Field, Station Road, Southminster on the
19th July 2021 at 19.30 hrs.**

Joanna Jeffery

Clerk to the Council

12th July 2021

A G E N D A

Any members of the public wishing to attend should inform the Parish Clerk before 10am on 19th July 2021, so that social distancing is observed and compliant.

Face coverings **MUST** be worn, unless exempt. The Parish Clerk will keep a register of all attendees to allow for 'Track and Trace' should the need arise.

21/121 **Apologies for absence.**

21/122 **To receive and note any declarations of interest:**

21/123 **To receive and approve Minutes of the last meeting – 14th June 2021 and EOM 12th July 2021**

21/124 **Public Session – opportunity for members of public to speak:**

21/125 **Planning**

To discuss and respond to the following planning applications.

Week ending: 2nd July 2021

21/00684/HOUSE PP-09980643

Demolition of single storey side extension and erection of a larger side single storey extension with roof lantern.

18 Queenborough Road Southminster Essex CM0 7AB

Week ending: 9th July 2021

21/00711/TCA PP-10003741

T1 Ash – Remove

The Kings Head Public House 2 High Street Southminster Essex

21/00692/TCA PP-09988229

T1 Oak – fell

Brewers Yard Southminster Essex

Planning Decisions

Week ending: 25th June 2021

VAR/MAL/21/00012

Variation of condition 19 (highway works) on approved planning

Permission 14/00613/OUT allowed on appeal APP/X1545/W/15/3132936 (Creation of a new Northern Bypass/Link Road. Conversion of Steeple Road to a cul-de-Sac. Residential development of approx. 3 hectares, for 94 houses in total, including 28 affordable houses, and all associated works. The provision of new Public Open Space. The allocation of 0.275 hectares of land reserved for the provision of a medical centre.)

Theedhams Farm Steeple Road Southminster Essex

APPROVE

OUT/MAL/21/00174

Outline planning application for the construction of 7No. detached two storey dwellings and garaging.

Land between Kings Road and Burnham Road Southminster Essex

REFUSE

RES/MAL/20/00102

Reserved matters application for the approval of appearance, landscaping, layout on approved planning application OUT/MAL/16/00105 allowed on appeal APP/X1545/W/17/3167607 (Outline planning application for the provision of up to 13 dwellings, provision of public open space and a new vehicular access from Vicarage Court.

APPROVE

Appeal Notifications –

Site Address- Land Adjacent Theedhams Farm Steeple Road Southminster Essex

Proposal – Demolition of existing building and construction of new building to be divided into up to 8 business units for Class B1 and/or use Class D1 purposes.

Application Ref: 19/01335/OUT

Appeal Ref: APP/X1545/W/21/3268138

Appeal Start Date: 29 June 2021

Site Address- Land Adjacent Theedhams Farm Steeple Road Southminster Essex

Proposal – Outline application with all matters reserved for the demolition of existing building and construction of new building to be divided into up to 8 business units for Class E (formerly Class B1 and/or use Class D1) purposes.

Application Ref: 19/01181/OUT

Appeal Ref: APP/X1545/W/21/3277767

Appeal Start Date: 9 July 2021

Appeal Decisions –

Appeal Ref: APP/X1545/D/20/3264089

52A Queenborough Road, Southminster, CM0 7AD

APPEAL ALLOWED

Appeal Ref: APP/TPO/X1545/7865

Cherry Croft, Station Road, Southminster CM0 7EW

APPEAL DISMISSED

21/125.01 To discuss and agree the proposal of Chair, Vice Chair and Cllr Bridge responding to planning applications on behalf of Southminster Parish Council during the period 20th July 2021 to 19th September 2021, to accommodate no August parish council meeting.

21/126 Finance Matters: -

- a: To receive and approve payment and receipts reports for July 2021.
- b: To approve payments and to sign cheques.
- c: To receive and approve the budget status for April, May, June & July 2021.
- d: To receive and approve the Bank Reconciliation Statement to 8th July 2021.

21/127 Dist Cllr's Report

21/128 Audit Committee recommendations

Following the Audit Committee meeting held on 16th June 2021 the following recommendations are made for agreement by Southminster Parish Council.

Financial Regulations – no revisions needed, document is fit for purpose

Statement of Internal Control - no revisions needed, document is fit for purpose

Code of Conduct – Recommendation to adopt.

Complaints Procedure - no revisions needed, document is fit for purpose

Freedom of Information – Recommendation to revise office opening hours to Monday to Thursday 9.00am to Noon.

Risk Assessment – Recommendation to revise the following:

- 4. Addition of computer diary
- 5. Delete – List of vulnerable people available in the Parish Office.
- 10. Delete – List of vulnerable people available in the Parish Office.

Following the Audit Committee meeting held on 7th July 2021 the following recommendations are made for agreement by Southminster Parish Council.

Training Policy - no revisions needed, document is fit for purpose

Press and Social Media Policy - no revisions needed, document is fit for purpose

Budget/Precept Process Policy - no revisions needed, document is fit for purpose

Corporate Equality Policy - no revisions needed, document is fit for purpose

Service Promise - no revisions needed, document is fit for purpose

Health and Safety Policy - no revisions needed, document is fit for purpose

21/129 Proposed new building at King George V Memorial Field

Update from Cllr Anderson and Cllr Harrold.

To discuss and agree the future strategy of the existing buildings.

21/130 Jubilee Woods

Update from Cllr Harrold/Cllr Anderson and Cllr Mische.

To discuss and agree the purchase of a NO BBQ's sign.

21/131 Essex County Council Locality Fund

County Cllr Stamp has asked for applications over £300 for small/medium projects for consideration by the Locality Fund.

- 21/132** **White lining at King George V Memorial Field**
Cllr Noonan request.
- 21/133** **Queens Platinum Jubilee Beacon**
To discuss and agree and necessary action.
- 21/134** **Christmas Lights**
- 21/135** **Public Session– opportunity for members of public to speak:**
- 21/136** **Date of the next meeting:**
20th September 2021.
- 21/137** **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.
- 21/138** **Village Pump**
To discuss and agree quotation received for cleaning and spraying of Village Pump.
- 21/139** **To discuss costings - architect for King George V building.**
To discuss final costings for planning project.
- 21/140** **To discuss Community Hall 2**
To discuss usage and agree fees.
- 21/141** **Re Opening of Parish Office**
To discuss and agree re-opening date of parish office.
- 21/142** **Containers on KGVMF**
To discuss and agree potential disposal of container and contents.
- 21/143** **Close of business:**