



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

Minutes

The Parish Meeting of Southminster Parish Council 18th July 2022, held at Community Hall 2, King George V Memorial Field, Station Road, Southminster, Essex.

Present: Cllr J Anderson, Cllr G Harrold, Cllr D Noonan, Cllr Mische, Cllr Wyn-Davies and Cllr Fluker.

In attendance: Joanna Jeffery, Clerk/RFO and three members of the public.

22/160 Apologies for absence.

Apologies were received from Cllr Pratt.

22/161 To receive and note any declarations of interest:

The Council requested a dispensation to allow for voting and representation on the King George V Memorial Field planning application.

22/162 To receive and approve Minutes of the last meeting – 20th June 2022.

Proposed by Cllr Fluker, seconded by Cllr Noonan.

RESOLVED: The minutes of the meeting held 20th June 2022 were duly signed by Cllr Anderson.

22/163 Presentation to Mrs Sandra Clayton by Cllr Anderson and Cllr Wyn Davies.

Cllr Wyn-Davies gave Thanks to Mrs Clayton for her assistance with the Jubilee dancing, a gift voucher to the value of £50 was presented by Cllr Anderson.

22/164 Public Session – opportunity for members of public to speak:

A resident has reported an overgrown hedgerow on Burnham Road, The Clerk has emailed Maldon District Council to determine ownership. It was felt by Members that the hedge may belong to properties 2 and 3 Smyatts Close. The Clerk will send letters to occupiers to request the hedges are cut back to the boundary.

A resident commented that she felt advertising of events was poor, a discussion took place that noticeboards are updated and events are promoted via Facebook. It was also commented that the resident has difficulty accessing minutes via the website, the Clerk has offered to show the lady how to access the website more easily.

22/165

Planning

To discuss and respond to the following planning applications.

Week ending: 24th June 2022

22/00726/LDP PP-11329839

Claim for a lawful development certificate for a proposed erection of a single storey rear extension with a pitched roof and sky lights.

44 Lavender Drive Southminster Essex CM0 7RX

RESOLVED: Southminster Parish Council SUPPORT this planning application.

22/00579/FUL PP-11218891

New detached single storey 4 bedroom bungalow with detached 2 bay garage with access driveway and parking/turning space together with new boundary fencing, external works and landscaping for private residential use.

Land Adjacent Ivydene Scalby Road Southminster Essex

RESOLVED: Southminster Parish Council OBJECT to this due to it being in an unsustainable location.

Week ending: 1st July 2022

22/00588/FUL PP-11232381

Demolition of existing dwelling and erection of a row of three terrace dwellings (2 x 2 bed, 1 x 3 bed)

50 High Street Southminster Essex

RESOLVED: Southminster Parish Council OBJECT to this planning application as it does not accord to the Parking Standards DPD.

Week ending: 8th July 2022

FUL/MAL/22/00737

Development of a single storey home

Fairview 8 Kings Road Southminster Essex

RESOLVED: Southminster Parish Council OBJECT to this planning application due to concerns regarding access and over development of the site.

The follow items of urgent business were added to the agenda.

22/00681/FUL PP-11256414

Construction of a new multi-use community pavilion and clubhouse to replace existing dilapidated modular buildings, including associated car parking, soft landscaping and services infrastructure.

King George V Memorial Field, Station Road, Southminster.

RESOLVED: Southminster Parish Council SUPPORT this planning application.

22/00759/FUL PP-11349354

New development comprising 9No. detached and terraced dwellings.

Land between Kings Road and Burnham Road Southminster Essex

RESOLVED: Southminster Parish Council OBJECT to this planning application due to the substantial loss of amenity to 38 Kings Road, by virtue the location of Plot 1. Plot 1 should be moved over and made smaller. Officers should be mindful of an external flue on 38 Kings Road.

Planning Decisions

Week ending: 1st July 2022

FUL/MAL/22/00001

Erect two storey two bedroom dwelling, with associated off-street parking and amenity area.

46 Station Road Southminster Essex CM0 7EW

REFUSE

APPEALS ADVISED

Site address: Rosedene 42 Station Road Southminster Essex

Proposal: Rear extension to existing bungalow. Demolition of existing garage with new replacement garage to rear of site.

Application Ref: 22/00107/HOUSE PP-11002270

Appeal Ref: APP/X1545/D/22/3300446

Appeal Start Date: 27th June 2022

Site address: 10 Oak Drive Southminster Essex CM0 7FH

Proposal: Section 73A Construction of garage

Application Ref: 21/01301/FUL PP-10459734

Appeal Ref: APP/X1545/D/22/3301120

Appeal Start Date: 30th June 2022

- 22/165.01** To discuss and agree the proposal of Chair, Vice Chair and Cllr Fluker responding to planning applications on behalf of Southminster Parish Council during the period 19th July 2022 to 19th September 2022, to accommodate no August parish council meeting.

Proposed by Cllr Noonan, seconded by Cllr Harrold.

RESOLVED: The Chair, Vice Chair and Cllr Fluker will respond to planning application between 19th July and 19th September 2022, during the summer recess.

22/166 **Finance Matters: -**

- a: To receive and approve payment and receipts reports for July 2022, proposed by Cllr Noonan, seconded by Cllr Fluker.
- b: To approve payments and to sign cheques, proposed by Cllr Noonan, seconded by Cllr Fluker.
- c: To receive and approve the budget status for July 2022, proposed by Cllr Noonan, seconded by Cllr Harrold.
- d: To receive and approve the Bank Reconciliation Statement to 30th June 2022, proposed by Cllr Noonan, seconded by Cllr Fluker.

22/167 **Audit Committee recommendations**

Following the Audit Committee meeting held on 16th March 2022 the following recommendations are made for agreement by Southminster Parish Council.

To adopt updated Model Financial Regulations.

Statement of Internal Control is fit for purpose.

Proposed by Cllr Noonan, seconded by Cllr Harrold.

RESOLVED: Recommendations agreed.

Signed by Cllr J Anderson 26th September 2022

22/168 Code of Conduct

To receive recommendation from Audit Committee.

To pass any resolution as necessary.

It was agreed to defer this item. Recommendation for review by the Audit Committee.

22/169 Ayletts Trust

To discuss and agree distribution of funds for 2022.

The Clerk read a request from a resident for a donation towards a trampoline, which would assist a disabled young lad with strengthening his legs.

Members heard the lengthy disabilities the child endures and agreed to make the donation from Ayletts Trust of £127.50 available to the child's parents towards the cost of a suitable trampoline. The money will be made available subject to an invoice received by the Parish Council.

RESOLVED: A donation of £127.50 will be made available towards the purchase of a trampoline, subject to the production of an invoice.

22/170 Asset Management

Review of council owned assets.

Cllr Fluker proposed establishing an Asset Management Committee, this would be to create electronic and hard copy files which would be run alongside an observatory and maintenance file, Cllr Noonan agreed to assist.

RESOLVED: It was agreed to set up an Asset Management Working Group, Cllr Fluker and Cllr Noonan volunteered to sit on the working group.

22/171 Dist Cllr's Report

Report to Council from District Cllr Adrian Fluker

Support for Ukraine

Updates and information are available on the MDC website

ECC has 1066 sponsors. Application have been received from over 2500 guests 1200 guests have arrived.

Government Energy Rebate Scheme linked to band D homes.

Payments of £150 are now being made to eligible homes. All grants have to be paid by 30th September. If the main grant is not used a discretionary scheme will follow – watch the MDC website for details

David Fisher Way

Traffic prohibition notices have now been issued. Which suggests David Fisher way will open to traffic on 16th September at which time Steeple Road will be closed south of the junction with David Fisher way. Blackwater Reach will become a 20mph zone.

I've asked DWH to sort the site fencing t the junction with Steeple Road.

Waste Collections

Are suspended tomorrow and will now take place subject to temperature on Wednesday.

Garden/Green Waste Bins

The Council has a stock of bins – order via the MDC Website.

Vaccine Boosters for the over 50's

MDC is likely to be used as a walk-in centre.

Public Pontoon at Burnham

MDC are looking at ways to bring it back into service.

Capsized Boat at Burnham

MDC are still considering options to remove the vessel.

Planning Department

Signed by Cllr J Anderson 26th September 2022

Following a motion, I tabled at Council a review is taking place to improve the service particularly so with regards to enforcement cases and communications

Travel Essex App

Is up and running and covers travelling by foot bicycle and train throughout Essex

District Planning Committee

Approved a large-scale solar farm at Hazeleigh. A large-scale scheme is planned for the Southminster Marshes.

Code of Conduct Training

Two sessions took place and around 80 elected members and Clerks attended. If the MDC MO gets enough requests additional sessions may be arranged.

Community Hall and Sports Pavilion

The planning application has been validated by MDC.

22/172 Terms of reference for working groups/ working committees of Council.

It was agreed to establish Terms of Reference for the Events Committee.

Terms of reference for all working groups as presented were agreed by council.

22/173 Jubilee Wood

To discuss condition of carved animals.

To pass any resolution as necessary.

After a brief discussion it was agreed there are no concerns, Jubilee Wood will now be reviewed under Asset Management.

22/174 Proposed new building at King George V Memorial Field

Update from Cllr Anderson.

The planning application has now been validated by Maldon District Council.

22/175 Station Adopter request

A request from Southminster Station Adopter has been received to site a small shed on the King George V Memorial Field to store small hand tools and wheelbarrows.

To discuss and pass any resolution as necessary.

Cllr Noonan informed that Maldon CVS are willing to provide funding for a 6 x 4 metal shed.

Cllr Mische proposed the siting of a shed from use by the Station Adopters, seconded by Cllr Anderson.

RESOLVED: A 6 x 4 metal shed is to be sited on the King George V Memorial Field for use by the Station Adopters.

22/176 Fireworks/Christmas Lights and Christmas Fayre

To discuss preliminary outline plans and budget.

To discuss and pass any resolution as necessary.

Cllr Wyn-Davies informed that Christmas lights are all in hand, the lights will be switched on at 5pm on Sunday 27th November 2022. The Clerk informed she had been speaking with Mr Bundy and the scouts would like to be involved in the carol singing. It was agreed the Clerk will contact Brad Luff to ask for a quote and delivery date for providing a risk assessment and method statement for the event.

The Clerk informed she is in talks with Maldon District Council to gather advice regarding TENS and SAG.

Cllr Fluker proposed that the Clerk sits on the events committee.

Signed by Cllr J Anderson 26th September 2022

It was agreed to postpone the Christmas Fayre due to a clash with the World Cup.

RESOLVED: Christmas fayre to be postponed.

ACTION: Clerk to contact Mr Luff re risk assessment.

22/177 Public Session– opportunity for members of public to speak:

A discussion was had regarding the removal of street lights by Essex County Council, Cllr Anderson informed that some but not all have now slowly started to be reinstated.

There was a discussion regarding allocation of wristbands for the fireworks event, Cllr Fluker informed that from a Health and Safety perspective there needed to be an allocation, it would not be safe not to know predicted turnout. It was agreed that some had taken more wristbands than needed and these had not been used on the night.

22/178 Date of the next meeting:

Monday 19th September 2022.

22/179 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.

AGREED.

22/180 Leases and Agreements

To discuss and pass any resolution as necessary.

Cllr Fluker proposed seeking legal advice regarding the various leases held, seconded by Cllr Harrold.

RESOLVED: It was agreed Cllr Fluker would contact Mr Fothergill at Brights Maldon.

22/181 Hedgerow Quotation

To discuss quotation for works to be carried out at King George V Memorial Field.

To discuss and pass any resolution.

Clerk to chase quotes.

22/182 Close of business:

Meeting closed at 9.50pm.