



# **SOUTHMINSTER PARISH COUNCIL**

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

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**Councillors are summoned to attend an Extra Ordinary Meeting of Southminster Parish Council to be held at Community Hall 2, King George V Memorial Field, Station Road, Southminster on the 29<sup>th</sup> March 2023 at 19.30 hrs.**

**Cllr G Harrold  
Vice Chair  
22<sup>nd</sup> March 2023**

## **A G E N D A**

**23/079 Apologies for absence.**

**23/080 To receive and note any declarations of interest:**

To disclose the existence and any nature of any Disclosable Pecuniary Interests. Other Registrable Interests and Non-Registrable Interests relating to items of business on the agenda having regard to paragraph 9 and Appendix B of the Code of Conduct for Members.

(Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting.)

**23/081 To receive and approve Minutes of the Parish Council meeting held on 13<sup>th</sup> February 2023 and Extra Ordinary Meeting held on 15<sup>th</sup> March 2023.**

**23/082 Public Session – opportunity for members of public to speak:**

**23/083 Planning**

To discuss and respond to the following planning applications.

Week ending: 3<sup>rd</sup> March 2023

23/00174/HOUSE PP-11951569

Single storey front extension and change to external materials on front elevation.

23 Orchard Road Southminster Essex CM0 7DQ

Week ending: 10<sup>th</sup> March 2023

23/00179/FUL PP-11952357

Construction of 1no new detached 3 bedroom dwelling and shed with associated site works.

Land at 11 Coombe Road Southminster Essex

Week ending: 17<sup>th</sup> March 2023

23/00249/OUTM PP-11668230

Outline planning application with all matters reserved except for primary means of access from Scotts Hill, for the development of upto 249 dwellings, public open space, together with associated, landscaping, highways, drainage and other infrastructure works.

Land West of David Fisher Way, David Fisher Way, Southminster Essex

## **Planning**

### **Decisions**

Week ending: 24<sup>th</sup> February 2023

FUL/MAL/22/00535

Material change of use of land to the south of the existing site 'The Hawthorns' and siting of an addition mobile home for permanent residential occupation with associated gateway, driveway and hard standing, grassed amenity area and boundary fencing and landscaping.

The Hawthorne Scalby Road Southminster Essex

**APPROVE**

FUL/MAL/22/01145

Change of use part of Southminster Hall to provide Wedding Ceremony Room and change of use of Southminster Hall grounds to provide wedding venue to include siting of wedding reception tent and WC facilities and ancillary parking and conversion of outbuilding to ancillary bridal suite accommodation.

Hall Farm Hall Road Southminster Essex

**APPROVE**

Week ending: 10<sup>th</sup> March 2023

FUL/MAL/23/00020

Replacement Dwelling

Mayhaven Scalby Road Southminster Essex

**APPROVE**

Week ending: 17<sup>th</sup> March 2023

HOUSE/MAL/22/01261

Single storey rear & side extension.

42 Queen Street Southminster Essex

CM0 7BB

**APPROVE**

LDE/MAL/23/00004

Claim for lawful development certificate for existing use of building as a fish and chip shop

Southminster Fish Bar 11A High Street Southminster Essex

**APPROVE**

HOUSE/MAL/23/00011

Single storey side extension

2 Steeple Meadows Southminster Essex CM0 7UY

## REFUSE

### Appeals

Week Ending: 3<sup>rd</sup> February 2023

**Appeal Ref:** APP/X1545/D/22/3313569

**Proposal:** Single storey front extension. Two storey front and full side extension. Removal of existing lean-to rear extension.

**Address:** Eastalea 5 Burnham Road Southminster Essex

Week ending: 3<sup>rd</sup> March 2023

**Appeal Ref:** APP/X1545/W/22/3309631

**Proposal:** Demolition of existing buildings and erection of a single residential dwelling

**Address:** Oaklands Scalby Road Southminster Essex

Week ending: 17<sup>th</sup> March 2023

**Appeal Ref:** APP/X1545/W/22/3308138

**Proposal:** New development comprising 9No. Detached and terraced dwellings.

**Address:** Land Between Kings Road and Burnham Road Southminster Essex

### Appeal Decisions

Week ending 3<sup>rd</sup> March 2023

**Appeal Ref:** APP/X1545/W/22/3298485

**Proposal:** New live/work unit. Change of use from recreational to residential.

**Address:** Chestnuts, Seamar Road, Southminster, Essex CM0 7BX

**APPEAL ALLOWED**

**23/063**

### Finance Matters: -

- a: To receive and approve payment and receipts reports for March 2023.
- b: To approve payments and to sign cheques.
- c: To receive and approve the budget status for March 2022.
- d: To receive and approve the Bank Reconciliation Statement to 28<sup>th</sup> February 2023.

**23/084**

### Highways

To receive an update and to discuss the following.

**23/085**

### Dist Cllr's Report

**23/086**

### Proposed new building at King George V Memorial Field

Update from Cllr Harrold.

**23/087**

### Audit Committee

To approve the following recommendations from the Audit Committee  
Training Policy – No amendments – fit for purpose  
Press and Social Media policy – No amendments – fit for purpose  
Budget/Precept Process Policy – No amendments – Fit for purpose  
Corporate Equality Policy – No amendments – Fit for purpose

Service Promise – No amendments – Fit for purpose  
Health and Safety Policy – No amendments – Fit for purpose  
Transparency Code – Revision – to include – Whatsapp Group is to be used as an information tool, but not a decision-making tool.  
Project Process and Format – No amendments – Fit for purpose  
Data Protection Policy – No amendments – Fit for purpose.  
Investment Strategy – No amendments – Fit for purpose.  
Standing Orders – No amendments – fit for purpose.  
To pass and agree any resolution as necessary.

**23/088 Kings Coronation**

To discuss potential celebrations.  
To discuss and pass any resolution as necessary.

**23/089 Christmas Lights**

To discuss the provision of three additional lights to be sponsored by local businesses.  
To discuss and agree an additional £1000.00 towards Christmas lights expenditure.  
To discuss and pass any resolution as necessary.

**23/090 Litter pick at Jubilee Woods**

To discuss and pass any resolution as necessary.

**23/091 Southminster United Football Club**

To request an additional pitch for Under 11's.  
To discuss and pass any resolution.

**23/092 Any matters that the Chair considers urgent.**

To discuss and pass any resolutions as necessary.

**23/093 Public Session– opportunity for members of public to speak:**

**23/094 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.

**23/095 To discuss the review process for all leases.**

To discuss and pass any resolution as necessary.

**23/096 Purchase of a van for Parish Warden use.**

To discuss and agree any resolution as necessary.

**23/097 Date of the next meeting:**

Monday 17<sup>th</sup> April 2023.

**23/098 Close of business.**

