



SOUTHMINSTER PARISH COUNCIL

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Minutes

The Meeting of Southminster Parish Council

**17th April 2023 at 19.30, held at Community Hall 2, King George V Playing Field,
Station Road Southminster Essex.**

Present: Cllr J Anderson, Cllr G Harrold, Cllr A Fluker, Cllr R Pratt and Cllr M Wyn-Davies.

In Attendance: J Jeffery (Parish Clerk/RFO) and twelve members of the public.

23/099 Apologies for absence.

Cllr K Wilson.

23/100 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.)

No declarations were received.

23/101 To receive and approve Minutes of the Parish Council meeting held on 13th February 2023, Extra Ordinary Meeting held on 15th March 2023 and Extra Ordinary Meeting held on 29th March 2023.

13th February 2023 Proposed by Cllr Pratt, seconded by Cllr Harrold

Extra Ordinary meeting 15th March 2023 Proposed by Cllr Pratt, seconded by Cllr Harrold.

Extra Ordinary meeting 29th March 2023 Proposed by Cllr Pratt, seconded by Cllr Harrold.

23/102 Public Session – opportunity for members of public to speak:

A resident gave Thanks to Southminster Parish Council for cutting the hedge in Kings Road.

A resident informed there is an issue with the school crossing patrol lights on Burnham Road/Church Road.

A discussion was had regarding increasing potholes on Burnham Road.

23/103 Planning

To discuss and respond to the following planning applications.

Week ending: 31st March 2023

Signed by Cllr G Harrold Chair 15th May 2023

23/00316/LBC

Repair and alterations to building and change of use to up to four separate units for planning use Class E purposes. Works include the replacement of the roof, repairs to the masonry, internal insulation to the walls and floor, installation of a new load bearing first floor immediately above the existing floor, and installation of glazing to existing openings. Removal of one internal wall and creation of new internal openings. Removal of redundant machinery.

Installation of new stairs and new services (including all new electrical works, plumbing, heating and installation of new toilet facilities). New external oil fired boiler and new heating oil storage tank. Installation of new hard surface to south east of barn to facilitate level access into building.

Grain Drying Unit Approximately 60 Metres South East of Barn Listed QV 8 129 Hall Farm Hall Road Southminster

Southminster Parish Council raise no objection but wish to make the following recommendation.

Southminster Parish Council SUPPORT the Conservation Officers recommendation.

A caveat to be added for reduced Saturday hours and a review for reduced hours dependant on occupiers' activity.

Applicants are to provide a sustainable heating system

23/00319/VAR PP-12040397

Variation of condition 3 (block paving) on approved planning permission

22/00853/HOUSE (Addition of hardstanding)

4 The Aspens Southminster Essex CM0 7FJ

Southminster Parish Council SUPPORT this planning application.

Week ending: 07th April 2023

23/00310/HOUSE PP-12032745

New dropped and ramped crossover with new hardstanding to the front for parking

49 Burnham Road Southminster Essex CM0 7ES

Southminster Parish Council raise no objection but wish to make the following comments:

Southminster Parish Council SUPPORT Essex Highways recommendation.

23/00338/FUL PP-12050273

New development comprising 9No. Detached and terraced dwellings.

Land between Kings Road and Burnham Road Southminster Essex

Southminster Parish Council recommend the REFUSAL of planning permission,

Southminster Parish Councillors have concerns there is an insufficient gap between Number 38 Kings Road and Plot 1, currently measuring 1.033 metres between plots.

FOR INFORMATION ONLY

LDP/MAL/23/00328

Claim for lawful development certificate for a proposed single storey side extension

2 Steeple Meadows Southminster Essex CM0 7UY

Planning

Decisions

Week ending: 31st March 2023

LDP/MAL/23/00096

Claim for lawful development certificate for proposed use as overnight accommodation.

High House Old Heath Road Althorne Essex

REFUSE

Week ending: 7th April 2023

HOUSE/MAL/22/01134

Single storey rear and single storey side extension

26 Pump Mead Close Southminster Essex CM0 7AE

APPROVE

WTPO/MAL/22/01166

T1 – Horse chestnut – cut back lower limb over grave yard by up to 4.5m. T2 – Lime – remove epicormic growth to a height of 3m and basal growth. T3 – Oak – remove any dead from canopy, reduce over extended branches on the east and west by up to 4m each. T4 – Lime – re pollard back to previous points – by removing up to 4m, remove low limb on southside as visibly rotten, remove basal growth and remove epicormic growth to a height of 3m. T7 – Lime – re pollard to last pollard point or 1m beyond if decay warrants, by removing up to 5m or re-growth, remove epicormic growth to a height of 3m and remove basal growth.

2 The Chestnuts Burnham Road Southminster Essex

Proposal Summary 1

T1 – Horse chestnut – cut back lower limb over graveyard by up to 4.5m.

REFUSE

Proposal Summary 2

T2 – Lime – remove epicormic growth to a height of 3m and basal growth. T3 – Oak – remove any dead from canopy, reduce over extended branches on the east and west by up to 4m each. T4 – Lime – re pollard back to previous points – basal growth and remove epicormic growth to a height of 3m. T7 – Lime – re pollard to last pollard point or 1m beyond if decay warrants, by removing up to 5m of re-growth, remove epicormic growth to a height of 3m and remove basal growth.

APPROVE

23/104

Finance Matters: -

- a: To receive and approve payment and receipts reports for April 2023, proposed by Cllr Pratt, seconded by Cllr Harrold.
- b: To approve payments and to sign cheques, proposed by Cllr Pratt, Cllr Harrold to seconded after visit to office on Wednesday 19th April 2023 to approve payments.

Signed by Cllr G Harrold Chair 15th May 2023

- c: To receive and approve the budget status for April 2022. Defer to next meeting.
- d: To receive and approve the Bank Reconciliation Statement to 31st March 2023. Proposed by Cllr Pratt, seconded by Cllr Harrold.

23/105 Highways

To receive an update and to discuss the following.

Cllr Fluker suggested inviting Essex County Councillor Lee Scott and Ringway Jacobs to the June 2023 meeting. It was suggested collating a list of potholes to be submitted with the invite.

23/106 Co-option

Cllr Pratt informed that a Co-Option policy is to be drafted by the Audit Committee for recommendation to Full Council at the next meeting. Cllr Fluker suggested that all nominees must attend three Parish Council meetings before co-option to offer commitment and continuity to Southminster Parish Council. It was agreed to advertise the four vacancies as soon as possible with guidance from Maldon District Council.

23/107 Dist Cllr's Report
Report from District Councillor Adrian S Fluker

Local Development Plan - Review

The Council has still not published its Five Year Housing Supply Figure.

On the 30th March the Director of Strategy Performance and Governance confirmed to Council that the 5 Year Housing Land was in excess of 5 years. This statement was caveated and can be listened to in its entirety on the MDC Website.

At the meeting of the South Eastern Area Planning Committee on Wednesday 12th April the Senior Planning Officer present confirmed that the figure was only 3.66 years.

I have written to the Council asking for them to explain the position and why Members appear to have been misinformed.

Land West the Cemetery Chapel Southminster Road Burnham on Crouch

This council should consider and respond to the scoping application that has been submitted to MDC to build 320 Homes at land West of the Cemetery Chapel Southminster Road Burnham on Crouch.

Queenborough Road

Gladman Developments have started the process of a public consultation with regards the 'Proposed Residential Development on land off Queenborough Road Southminster.

Council Structure

The Council's Management Structure has been changed to include three assistant directors.

The budget gap for the year ending April 2024 is £800,000. Increasing to £1.2m in 24/25.

I did not support the budget.

The Finance Director and s151 Officer has resigned.

The planning Enforcement Team have engaged with the owners.

New Medical Centre

I have called the application into the South Eastern Area Planning Committee so that members can determine the application. I understand that all outstanding issues have been resolved and that the application will be considered by the SEAP Committee in June.

Elections in May

You will need Photo ID to vote on the 4th May. Dispensations are available see the MDC website.

Grant Funding

The Council has been successful in its bid for levelling up funding and I have made it clear that given the social economic status of Southminster and its position nationally I am expecting funding to made available to the village.

23/108 Kings Coronation

To discuss potential celebrations.

To discuss and pass any resolution as necessary. [08]

Cllr Harrold informed that everything is in hand. Two bands have been organised, food vendors and bouncy castles. The final meeting of the events team will be on Thursday 20th April 2023.

23/109 Any matters that the Chair considers urgent.

To discuss and pass any resolutions as necessary.

A discussion was had regarding leaflets delivered from Gladmans regarding a potential development. It was informed that Gladmans have not approached Southminster Parish Council.

23/110 Public Session– opportunity for members of public to speak:

A resident commented that potholes are not being repaired correctly and repair costing should be sought from Highways. Cllr Pratt responded that Highways rush in and do a temporary repair and then reschedule for repair. Highways Contractors then run out of time with the temporary repair.

A short discussion was had regarding safety concerns for planning WTPO/MAL/22/01166.

23/111 Date of the next meeting:

Monday 15th May 2023, Annual Parish Council meeting.

Thursday 25th May 2023, Annual Parish Assembly.

23/112 Close of business.

Meeting closed at 8.35pm.

Signed by Cllr G Harrold Chair 15th May 2023