

# **SOUTHMINSTER PARISH COUNCIL**

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

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**Councillors are summoned to attend a Meeting of Southminster Parish Council to be held at Community Hall 2, King George V Memorial Field, Station Road, Southminster on the**

**19th February 2024 at 19.00 hrs.**

**J Jeffery**

**Parish Clerk**

**13th February 2024**

**A G E N D A**

**24/036**  **Apologies for absence.**

**24/037** **To elect a Vice-Chair**

**24/038** **To receive and approve Minutes of the meeting held 15th January 2024 and**   **Minutes of the Extraordinary meeting of the Parish Council meeting held**   **on 30th January 2024.**

**24/039**  **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.)

**24/040** **Presentation from Maldon District Council Community Engagement**  **Team.**

**24/041** **Public Session – Opportunity for Members of the Public to speak**

**24/042** **Planning**

Week ending:26th January 2024

24/0017/FULM PP-12610893

Creation of 36 no. One, two, three and four bedroom houses and maisonettes, associated landscaping, roads, parking and drainage infrastructure, plus a new area of public open space.

Glebe Meadow Adjacent King George V memorial Field Pavilion Station Road Southminster Essex

23/00978/FUL PP-12486917

S73A application for the change of use of part or detached garage from domestic use to business use. The room is used as a beauty room.

10 Dukes Avenue Southminster Essex CM0 7HA

22/00314/OUT M PP-11430366

Outline planning application with all matters reserved except for access, for a phased mixed use development including upto 550 dwellings (Class C3) including affordable housing; up to 1,000sqm commercial space (Use Class E); Early years facility (Use Class E (f)); Education provision (Use Class F1(a)); A 16 ha District Park; A 3.3ha Local Park; Allotments Access enhancements and associated development.

Land South of Fambridge Road Burnham Road and East West of Station Road Althorne Essex

**Planning**

**Decisions**

Week ending: 26th January 2024

OUTM/MAL/23/00249

Outline planning application with all matters reserved except for primary means of access from Scotts Hill, for the development of up to 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

**REFUSE**

FUL/MAL/23/00999

Demolition of an outbuilding and erection of a self-contained dwelling with vehicular parking and amenity space

Land at Little Acre Scotts Hill Southminster

**REFUSE**

LDP/MAL/23/01195

Claim for a lawful development certificate for a proposed single storey rear extension.

Birchwood The Chase Southminster Essex

**APPROVE**

Week ending: 9th February 2024

HOUSE/MAL/23/01190

Single storey rear extension, first floor extension and alterations to fenestration

7 Cripplegate Southminster Essex

**REFUSE**

**FOR INFORMATION ONLY**

**Appeals advised:**

**Site Address:** 7 Cripplegate Southminster Essex CM0 7DW

**Proposal:**  Proposed rear single storey extension, first floor rear extension and alterations to fenestration.

**Application Ref:** 23/00777/HOUSE PP-12360566

**Appeal Ref:** APP/X1545/D/23/3335684

**Appeal start date:** 23rd January 2024

**Appeal Decision**

**Site Address:**

**Proposal:**

**Application Ref:**

**Appeal Ref:**

**24/043** **Finance Matters: -**

a: To receive and approve payment and receipts reports for February 2024.

b: To approve payments and to sign cheques.

c: To receive and approve the budget status for February 2024.

d: To receive and approve the Bank Reconciliation Statement to 31st January 2024.

e To discuss and agree additional bank signatory following request from Cllr Wilcox to be removed from the mandates.

f To agree payment of £40 subscription to Dengie Hundred Group of Parish Councils.

g Grass Cutting Contract renewal. There will be a 5% increase with a three-year contract with the current contractors. To discuss and pass any resolution as necessary.

**24/044** **Highways**

To receive an update.

**24/045** **Clerks Update**

**24/046** **Dist Cllr’s Report**

**24/047** **Clerks Appraisal**

Clerks Appraisal is now due, additional Employer Committee Member is needed due to Cllr Anderson’s passing. Committee to agree suitable appraisal date and Councillor’s attending.

**24/048** **Audit Committee recommendations**

To receive the following recommendations from the Audit Committee:

Name change of committee to Performance, System, Audit and Governance.

Press and social media policy – Fit for purpose.

Corporate Equality Policy – Fit for purpose.

Standing Orders – Fit For purpose.

Financial Regulations – Fit for purpose.

**24/049** **Christmas Light Switch On 2024**

To confirm date for Christmas Light switch on 2024

To discuss and pass any resolutions as necessary.

**24/050** **Southminster Music Festival**

1. To discuss a budget and pass any resolutions as necessary.

2. To discuss SMF Rules and Regulations and pass any resolutions as necessary.

3. To discuss SMF Safeguarding Policy and pass any resolutions as necessary.

4. To discuss SMF Data and Privacy Policy and pass any resolutions as necessary.

5. To discuss Limited Assistance for travel costs and pass any resolutions as necessary.

**24/051** **Textile Recycling Bank**

To discuss offer received from existing recycling banks.

To discuss and pass any resolution.

**24/052** **Any matters that the Chair considers urgent.**

To discuss and pass any resolutions as necessary.

**24/053** **Public Session– opportunity for members of public to speak:**

**24/054** **Date of the next meeting:**

Monday 18th March 2024

**24/055** **Exclusion of the Press and Public**

To resolve that under Section 100A (4) of the Local Government Act 1972 the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act, and that this satisfies the public interest test.

**24/056** **To consider the correspondence of Bloor Homes in relation to the**  **proposed development of Scotts Hill Southminster.**

To discuss and pass any resolution as necessary.

**24/057** **Building Leases**

To consider information received.

To discuss and pass any resolution as necessary.

**24/058** **Close of business.**