



SOUTHMINSTER PARISH COUNCIL

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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
18th March 2024 at 19.00 hrs.**

**J Jeffery
Parish Clerk
13th March 2024**

A G E N D A

24/059 Apologies for absence.

24/060 To elect a Vice-Chair
To elect a Vice-Chair for the remainder of year 2023-2024.

24/061 To receive and approve Minutes of the meeting held 19th February 2024.

24/062 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.)

24/063 Public Session – Opportunity for Members of the Public to speak

24/064 Planning
Week ending: 23rd February 2024
AGR/MAL/24/00143
Prior notification for two agricultural buildings
Lunendales Farm Steeple Road Southminster Essex

Week ending: 2nd March 2024
24/00180/WTPO PP-12836282
A1 on TPO 1/74 - T18 Lime-Crown lift to 4m above ground, Crown reduce by 4m. T19 – Lime-Crown lift to 4m above ground and crown reduce by 4m. T32 Sycamore – Crown reduction by 4m
1 Stammers Court Burnham Road Southminster Essex

To agree as a matter of urgency to consider the following:

J Jeffery

18.03.2024

Replacement Essex Minerals Local Plan review 2025 to 2040.

**Planning
Decisions**

Week ending: 16th February 2024

LDP/MAL/23/01220

Claim for lawful development certificate for proposed outbuilding with alterations to existing garage

Heath Cottage Old Heath Road Southminster Essex

PART APPROVED AND PART REFUSED

Week ending: 23rd February 2024

FUL/MAL/23/01216

Change of use to 5 no. Dwellings. Demolition works to main building and erection of a single storey extension to north elevation. Single storey extensions to the east and west elevations of existing outbuilding and part demolition of that building. Alterations to fenestration and inclusion of associated landscaping, car parking, cycle parking and refuse store.

Former Southminster Library Queenborough Road Southminster Essex

APPROVE

LBC/MAL/23/01217

Change of use to 5 no. Dwellings. Demolition works to main building and erection of a single storey extension to north elevation. Single storey extensions to the east and west elevations of existing outbuilding and part demolition of that building. Alterations to fenestration and inclusion of associated landscaping, car parking, cycle parking and refuse store.

Former Southminster Library Queenborough Road Southminster Essex

GRANT LISTED BUILDING CONSENT

FUL/MAL/23/01087

Single storey rear extension following demolition of existing single storey rear extension.

High House Weddings Limited High House Farm Old Heath Road Althorne

APPROVE

LBC/MAL/23/01088

Single storey rear extension following demolition of existing single storey rear extension.

High House Weddings Limited High House Farm Old Heath Road Althorne

GRANT LISTED BUILDING CONSENT

WTPO/MAL/24/00014

(TPO 6/91) T8 Ash on TPO – Removal of 5 meters of growth back to previous pollard points.

T19 Ash on TPO – Removal of 5 meters of growth back to previous pollard points. Removal of Ivy.

Minster House 29 Burnham Riad Southminster Essex

APPROVE

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: 7 Cripplegate Southminster Essex CM0 7DW

Proposal: Proposed rear single storey extension, first floor extension and crown roof over.

Application Ref: 23/00777/HOUSE PP-12360566

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

APPEAL DISMISSED

TOWN AND COUNTRY PLANNING ACT 1990

The Town and Country Planning (Tree Preservation) (England)

Regulations 2012

TREE PRESERVATION ORDER NO: 03/24

Title: Orchard Meadows, Land South of Queen Street, Southminster

24/065

Finance Matters: -

- a: To receive and approve payment and receipts reports for March 2024.
- b: To approve payments and to sign cheques.
- c: To receive and approve the budget status for March 2024.
- d: To receive and approve the Bank Reconciliation Statement to 29th February 2024.

24/066

Highways

To receive an update.

24/067

Clerks Update

24/068

Dist Cllr's Report

24/069

Performance, Governance and Audit Committee recommendations

To receive the following recommendations from the Performance, Governance and Audit Committee:

To adopt the following policies

Training Policy

Budget/Precept/Process policy

Service Promise

Health and Safety Policy

Statement of Internal Control

Recommendation Internal Auditor is fit for purpose.

Code of Conduct for Members

Lone Working Policy

Building Maintenance policy
To note updated Risk Register
Recommendation to Council to Ear Mark Reserve Election budget and to increase reserve in case there is a contested by-election.
All documents have been circulated to all Members prior to the meeting.
To discuss and pass any resolution as necessary.

24/070 Textile Recycling Bank

To receive an update from existing recycling banks.
To discuss offers received.
To discuss and pass any resolution.

24/071 Community Hall 2

Southminster Preschool have been offered installation of CCTV free of charge by two companies for recording the playground area when the preschool is closed, Southminster Preschool are asking for approval of installation by Members.
To discuss and pass any resolution as necessary.

24/072 Footpath

Improvement of Wonston Road/Woodside footpath.
Cllr Wyn-Davies
To discuss and pass any resolution as necessary.

24/073 Any matters that the Chair considers urgent.

To discuss and pass any resolutions as necessary.

24/074 Public Session– opportunity for members of public to speak:

24/075 Date of the next meeting:

Wednesday 3rd April 2024 Annual Parish Assembly
Monday 15th April 2024 Parish Council meeting.

24/076 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.

24/077 Community Hall One

To receive an update on SUFC Holdings Ltd, to discuss ongoing functions and responsibilities, see circulated Chair's statement.
To discuss and pass any resolutions as necessary.

24/078 Community Hall One proposal

To discuss proposal for Community Hall one previously circulated to Members.
To discuss and pass any resolutions as necessary.

24/079 Close of business.