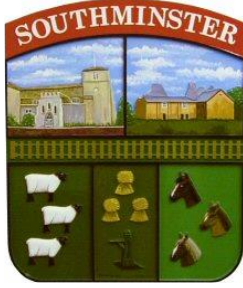


Signed by Cllr Harrold Chair 18th March 2024



SOUTHMINSTER PARISH COUNCIL

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Minutes

The Meeting of Southminster Parish Council

**19th February 2024 at 19.00, held at Community Hall 2, King George V Playing Field,
Station Road Southminster Essex.**

Present: Cllr Harrold, Cllr Pratt, Cllr Fluker, Cllr Mische, Cllr Cleary, Cllr McKee,
Cllr Wyn-Davies and Cllr Wilcox.
In Attendance: J Jeffery (Parish Clerk/RFO) and 38 members of the public.

24/036 Apologies for absence.
There were no apologies.

24/037 To elect a Vice-Chair
This item was deferred to next meeting.

**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.**

Cllr Clear proposed the acceptance of the minutes of the meeting held on
Monday 15th January 2024, seconded by Cllr Pratt, All in favour.

Cllr Cleary proposed the acceptance of the minutes of the Extraordinary
Meeting held on Tuesday 30th January 2024, seconded by Cllr Pratt.

**RESOLVED: The minutes of the meeting held on 15th January 2024 and
the Extraordinary meeting held on 30th January 2024 were duly signed by
Cllr Harrold, Chair.**

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.)
There were none.

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

Adrian Rayner and Simon Walker from the Community Engagement Team spoke to give an
update of services that the Community Engagement Team can offer local parishes as a
chargeable service.

J Jeffery

Minutes 15-01-2024

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Simon Walker informed there had been a change of teams, the team now has eight operational staff. The team is currently operational between 8am and 10pm, however, the team can be flexible and responsive if intelligence is offered.

Cllr Pratt commented that when the service was used previously by Southminster Parish Council it had been very good in the beginning, but Southminster Parish Council had not renewed the contract as it was felt that the service offered was not value for money. Should Southminster Parish Council consider entering a future contract, we would be looking for reassurance.

Adrian Rayner informed there are two different speed guns, it is operated by accredited officers and is a unique service, however, it is an income generating service. Cllr Fluker commented that parishes should not have to pay for Trucam service.

Cllr Mische asked what on the spot fines could the team issue, Adrian Rayner responded that on the spot fines can be given for dog fouling. Parking Penalty notices can also be issued, to date approximately 2600 notices have been issued since April 2023. The team also report to DVLA, should incidents need further investigation.

Cllr Fluker proposed that the team provide a proposal of costs, with achievements and success rates.

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

Many residents were in attendance to discuss planning application 20/0017/FULM PP-12610893, Glebe Meadow Adjacent to King George V Memorial Field Pavilion Station Road Southminster.

It was informed by the previous landowner Briwood Homes Ltd, that the intention of the original site was to develop the end of the site with five houses and to create a cul de sac. The road is classified as Grade H, which only allows for five houses, therefore, this new planning application does not meet Highways requirements.

A resident of Vicarage Court informed that the block pavers used at the existing development will crack and sink. The planning application gives road widths of 5.5m, the existing road entrance is restricted to 5.2m and Vicarage Court at its narrowest point is less than 4.1m wide. It would be impossible for two vehicles to pass each other at the entrance and would therefore give increased safety risks to pedestrians. Land at Vicarage Court has been included in the application, outlined in red. However, the land is not under ownership by the applicant or under their control. Briwood Homes Ltd have also confirmed this statement to be correct.

A resident from Burnham Road informed that the planning application had omitted to inform the development is adjacent to a primary school and Vicarage Court, which is the proposed access to the meadow. There is a blind bend near number 5, 6 & 7 Vicarage Court, two vehicles cannot pass safely on this road. This makes for an unsafe situation for pedestrians and those with prams, wheelchairs or mobility scooters.

A resident from Vicarage Court informed that parents attending Southminster Primary School park in Vicarage Meadows, further concerns were raised for the children's safety should heavy construction traffic use this access.

A resident from Queenborough Road commented that existing medical facilities are at capacity, approval of this application will impact the already stretched facilities. Mr Cottham from Briwood Homes Ltd responded that he had completed the transfer of land on the Blackwater Reach site to the NHS on 14th January 2024 for a new medical facility, he informed that works may not start on the site until January 2025. Cllr Fluker commented that planning permission had been granted and that it was now up to the NHS to deliver.

A resident of Vicarage Court informed that 350 residents have signed an objection letter to be delivered to Maldon District Council.

A resident from Mead Close commented that two heavy construction vehicles could not pass safely, the current infrastructure would not cope.

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

Southminster Parish Council recommend the REFUSAL of planning permission for the following reasons.

It is accepted that the principal of planning permission 20/00102 by way of appeal exists for 13 Dwellings on the site but it should be noted the permission expired in June 2023 since that date further information regards highways and access has come forward to suggest that decision was flawed.

On appeal and during the planning process the Highways Authority did not realise that the site entrance was restricted to 5.2m and that Vicarage Court was at its narrowest point less than 4.1m wide. It would be impossible for two vehicles to pass each other at the entrance to the site and due to the narrowness of the entrance there would be continuous risks to pedestrians and other road users.

It should be noted that from a highways perspective Vicarage Court is at best Grade G and at worst Grade H. It would therefore be in accordance with highways standards, inappropriate to route the traffic from the proposed development over and through Vicarage Court.

It should be noted that part of the application site outlined in red which includes land at Vicarage Court is not in the applicant's ownership or under their control. Whilst the Council accepts that this may be a civil matter documents have been tabled to the Council to support this statement. The builders of Vicarage Court Briwood Homes Ltd have also confirmed that this statement is correct.

It is not clear how construction vehicles would safely use this entrance and how future occupiers particularly pedestrians would be able to safely navigate Vicarage Court. In any event occupiers of Vicarage Court and Vicarage Meadows would suffer loss of amenity due to the impact of air, light, and noise pollution.

The layout and structural flow and type of buildings appears incongruous to properties in Vicarage Court and Vicarage Meadows and is therefore considered contrary to Policy D1. The site only has one vehicle and pedestrian access. This would mean that residents particularly those in the south of the site would be heavily reliant on their own transport. The use of the pedestrian access through Vicarage Meadows is disputed by the landowners on the grounds that it is only to be used for "emergency access" not "everyday access".

At a recent public appeal, land to the North of Maldon Road Latchingdon, it was agreed by all parties that the Council has a 5.92-year Housing Land Supply and that the Local Development Plan was current. On that basis this application would be contrary to s12 of the National Planning Policy Framework and should be refused.

The application 20/00102 provided for a green buffer between the proposed residential edge of the village and land to the east, the inspector on appeal said the impact of the 13 houses was minimal and the layout was acceptable. This application does not provide such a buffer and therefore adds weight to the fact that not only is it outside the settlement boundary (policy S8) but also does little to protect the edge of the village by way of the provision of a green buffer. It is noted that the development proposes to deliver a public amenity space. This is remote to other residents of the village and in any event, Southminster already has 4 public amenity sites.

In 2022 Maldon District Council Strategy Team responded to planning application 22/01024 (Proposed New Sports Pavilion and Community Centre) as follows responded, "Southminster Parish is in the Bottom 20% of all Wards in England in relation to acute community need" (source: Essex Community Needs Index, ECC, 2022). This application would add to the existing impact of acute community need.

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It is agreed that the medical centres at Southminster, Tillingham Burnham and Mayland are at capacity and that no amount of s106 funding can improve that situation due to the fact that the surgeries do not have the space to expand.

With regards education the local primary schools are at capacity and again s106 funding cannot in real terms mitigate that. The Local Education Authority responded in relation to 22/01024 "that no large-scale developments should be approved on the Dengie peninsular until such time as provision is made to build a new secondary school"

It is noted that MDC (Ecology) have a holding objection. It should be noted that information has been received stating that mats and other monitoring equipment was vandalised and only remained on site for 5 weeks. The Council requests that MDC is satisfied that a full and proper assessment has taken place preferably over a 12-month period.

On the basis of the information received to date the application is contrary to Policies S1, S1 Part 12, S8, D1 and I1 (Infrastructure and Services) of the current Maldon District Local Development Plan 2014-2029 and s12 NPPF and should therefore be refused.

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

Southminster Parish Council recommend the GRANTING of planning permission, however, would ask that a condition referencing opening hours of Mon – Friday 11am – 7pm and Saturday 10am – 1pm be placed on any approval.

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

Southminster Parish Council recommend REFUSAL of planning permission for the following reasons:

Maldon District Council has a 5.92-year housing supply. Lack of infrastructure, lack of capacity at schools and medical facilities. The proposed development is contrary to Policy S1 part 12, part 8, D1 and I1.

It is also contrary to Section 12 of the National Planning Policy Framework.

At the Chair's discretion the following application was added to the agenda.

23/00906/FUL

S73A application for the demolition of outbuildings and the erection of new out building.

The Memorial Hall High Street Southminster Essex

Southminster Parish Council recommend the GRANTING of planning permission.

Signed by Cllr Harrold Chair 18th March 2024

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:

Cllr Harrold informed that a member of the public has sent an email asking why Cllr Wilcox is going around telling people that the Homefield Development has been approved pending Taylor Wimpey giving Essex Highways £600,000.

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Cllr Harrold asked for a response from Cllr Wilcox. Cllr Wilcox commented that he has been engaging with residents, however, he hopes this is a confusion of developments as public record for the Bloor Homes developments shows a mitigation of in excess of £600,000 to Essex Highways.

24/043

Finance Matters: -

- a: To receive and approve payment and receipts reports for February 2024. Proposed by Cllr Fluker, seconded by Cllr Cleary.
- b: To approve payments and to sign cheques. Proposed by Cllr Fluker, seconded by Cllr Cleary.
- c: To receive and approve the budget status for February 2024. Proposed by Cllr Pratt, seconded by Cllr Fluker.
- d: To receive and approve the Bank Reconciliation Statement to 31st January 2024. Proposed by Cllr Cleary, seconded by Cllr Harrold.
- e: To discuss and agree additional bank signatory following request from Cllr Wilcox to be removed from the mandates. Proposed by Cllr Pratt, seconded by Cllr Mische.
- f: To agree payment of £40 subscription to Dengie Hundred Group of Parish Councils. Proposed by Cllr Pratt, seconded by Cllr McKee.
- 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. Proposed by Cllr Pratt, seconded by Cllr Fluker.

RESOLVED: Acceptance of 5% increase with current grass cutting contractors for a further three-year period.

ACTION: Clerk to prepare payment of £40 to Dengie Hundred Group of Parish Councils.

24/044

Highways

To receive an update.

Nothing to report.

Cllr Fluker asked that the Clerk write to Highways for an update and structural position on Asheldham Brook Bridge.

ACTION: Clerk to write to Essex Highways.

24/045

Clerks Update

High Street Defib went offline 28th January 2024,

Free official Kings Portrait – Has been ordered.

Community Hall 1 – Meter counter has been installed.

Community Hall 2 – Heater cages have been installed, further electrical works to be completed during February half term.

Parish Machinery – The sale of the Massey Ferguson tractor was kindly been over seen by Cllr Fluker.

Dog Bin – Steeple Road has now been installed

High Street Toilet doors have now been fitted.

Natwest Bank Savings Account, signatories have been working with the Clerk to progress the application.

24/046

Dist Cllr's Report

Report from Maldon District Councillor Adrian S Fluker

Development Plan – Review (Formally the LDP Review)

Signed by Cllr Harrold Chair 18th March 2024

No update

Council Budget

Following the receipt of an extraordinary amount of investment income as a result of Liz Truss and Kwasi Kwarteng crashing the economy, rises in fees and charges and an inflation busting increase in Garden Waste subscriptions the Council has managed to set a balanced budget, without this income it would have had shortfall of around £800k. Your council tax will still be rising by nearly 3%. Following discussions, I had with local residents I did not support the council tax increase.

Great Essex Authority (Devolution)

The Government has decided to re visit the whole process after the General Election. Several Essex MP's are against the scheme.

Proposed Developments

North East of the Village (Homefield)

No date has been announced for determining the application at Council.

Refused Application at Queenborough Road

No appeal has been received

Proposed Development at Scott's Hill

The Application has been refused

Proposed Development North of Stoney Hills

No further information.

Proposed Development at Latchingdon

I attended the public appeal which ran for three days from the 6th February. Interested parties agreed that the housing land supply figure was 5.92 years.

The appeal will be determined in principal as to whether the site is sustainable or not and whether the LDP is current and therefore can be applied.

Corporate Leadership Review

The Council has agreed to undertake a corporate leadership review

Access to the Waste Recycling Centre in Burnham by SPC to dispose of small fly tips and other detritus

Following the ban on the Council vehicle entering the site I have made an exemption request to ECC via MDC and am still awaiting a response.

Soultasia And Ibiza Classics

Featuring Lisa Stansfield Promenade Park 8th June tickets available via the MDC website

Prom Park

New outdoor table tennis tables have been installed

What's On?

MDC has produced a leaflet showing what's on in Burnham on Crouch and Maldon this. It's disappointing that Southminster events including the Flower Show and Fireworks were not included.

New Pontoon at Burnham

The project is progressing with Rural Prosperity Funding

Mid Essex NHS Consultation

Live on the MDC website

Rural England Prosperity Fund – Now open for applications

Applications from local businesses including 'producers' etc are being sought from local businesses more information from the MDC website or direct from leanda.cable@maldon.gov.uk who will assist applicants

Signed by Cllr Harrold Chair 18th March 2024

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.

Cllr Fluker proposed the addition of Cllr Cleary to the Employer Committee, seconded by Cllr Pratt.

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.

Cllr Fluker proposed the committee's name change to Performance, Audit and Governance Committee and all recommendations to be re adopted, seconded by Cllr Wilcox, all Members agreed.

RESOLVED: Audit Committee will now be known as Performance, Audit and Governance Committee.

Press and social media Policy, Corporate Equality Policy, Standing Orders and Financial Regulations were re-adopted.

24/049 Christmas Light Switch On 2024

To confirm date for Christmas Light switch on 2024

To discuss and pass any resolutions as necessary.

Cllr Wyn Davies proposed the switch on of Southminster Christmas lights to be held on Sunday 1st December 2024, with the same format as 2023, seconded by Cllr Fluker, all agreed.

RESOLVED: Southminster Christmas Lights to be switched on Sunday 1st December 2024.

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.

Cllr Wyn Davies proposed the creation of Southminster Music Festival to be held on April 2025. Both Cllr Pratt and Cllr Fluker commented that this suggestion should be progressed via the Events Committee.

Cllr Fluker suggested an inclusive Music Festival to high light local talent, which is supported by local public houses.

ACTION: Cllr Wyn-Davies to bring suggestion to Events Committee.

24/051 Textile Recycling Bank

To discuss offer received from existing recycling banks.

To discuss and pass any resolution.

The Clerk informed that the existing recycling banks had offered £300 per clothes recycling bin to continue with placement on King George V Memorial Field. Cllr Fluker asked that the Clerk

Signed by Cllr Harrold Chair 18th March 2024

contact the current provider to ask who he had been making payment to. Also to contact new provider and ask if they would sponsor two bins.

ACTION: Clerk to contact current provider and ask who they had been making payments to. Contact new provider and ask if they would be willing to sponsor two clothes recycling bins.

24/052 Any matters that the Chair considers urgent.

To discuss and pass any resolutions as necessary.

Cllr Harrold read a letter from Southminster Flower Show asking for a donation, it was agreed Southminster Flower Show accounts would need to be viewed. It was agreed this would be placed on the agenda for next meeting.

Action: Agenda for next meeting request from Southminster Flower Show.

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

A Member of FOSCOS informed that the tree saplings donated by Essex County Council have now been planted at Orchard Meadow.

It was also asked if conker trees can be planted on Southfield Way, it was informed that Southfield Way is not owned by Southminster Parish Council. Cllr Fluker offered to donate sticks and tree guards to FOSCOS.

It was reported that a Rowan tree is down in Pump Mead, Mrs Neale offered to contact a local tree surgeon.

A resident commented that there used to be owls and bats at the Memorial Hall, Cllr Fluker informed that the small building had already been demolished.

An allotment holder at Pump Mead said that he had turned the water off for winter and when would we like for it to be turned back on, The Clerk informed not before 1st March 2024, subject to weather conditions.

A resident asked the light adjacent to Pantile Hill Allotments was going to be installed.

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.

Proposed by Cllr Pratt, seconded by Cllr McKee.

RESOLVED: Exclusion of Press and Public under Section 100A (4) of the Local Government Act 1972

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.

No further correspondence has been received from Bloor Homes.

Signed by Cllr Harrold Chair 18th March 2024

24/057 Building Leases

To consider information received.

To discuss and pass any resolution as necessary.

See confidential report 19-02-2024.

24/058 Close of business.

Meeting closed at 9.55pm.