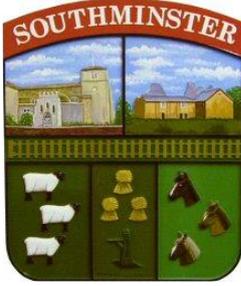


Signed by Cllr Harrold 15th January 2024



SOUTHMINSTER PARISH COUNCIL

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Minutes

The Meeting of Southminster Parish Council

18th December 2023 at 19.30, 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 9 members of the public.

23/251 Apologies for absence.

No apologies.

Cllr Harrold informed all attendees of the sad passing of Cllr John Anderson, Cllr Harrold commented that Cllr Anderson was a lovely, kind and caring man and wished to give Thanks on Behalf of Southminster Parish Council for all the hard work Cllr Anderson did for the community. Cllr Harrold commented that thoughts are with June and family at this sad time.

Dist Cllr Fluker added that the Standards Committee at Maldon District Council also extend their condolences to the family at this sad time.

Cllr Harrold asked for a one minutes silence.

23/252 To receive and approve Minutes of the Parish Council meeting held on 20th November 2023.

Cllr Fluker asked for his answer to item 23/243 to be recorded, with this amendment, Cllr Cleary proposed the approval of the minutes, seconded by Cllr Mische.

RESOLVED: The minutes were duly signed by Cllr Harrold (Chair).

23/253 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.)

None.

23/254 Public Session – opportunity for members of public to speak:

A resident informed that local pharmacies are under pressure. A short discussion followed regarding the impact of new builds on residents/pharmacies.

J Jeffery

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It was commented that Taylor Wimpey are advertising in the local press the creation of 249 new homes.

23/255 Planning

To discuss and respond to the following planning applications.

Week ending: 24th November 2023

23/01136/PACUAR PP-12604975

Prior notification for the change of use of an agricultural building to two dwellinghouses (Use Class C3) and for associated operational works.

Agricultural Building at Wraywick Farm The Marshes Southminster Essex

Southminster Parish Council recommend the REFUSAL of this planning application, it is unsustainable, in a flood plain and would require the use of a vehicle.

23/01088/LBC PP-12588567

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

High House Weddings Limited High House Farm Old Heath Road Althorne

Southminster Parish Council recommend the GRANTING of planning permission.

23/01087/FUL PP-12588567

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

High House Weddings Limited High House Farm Old Heath Road Althorne

Southminster Parish Council recommend the GRANTING of planning permission.

Week ending: 1st December 2023

23/01026/FUL PP-12516990

Construction of detached two storey house with associated access driveway with 2 car parking spaces and residential amenity area off shared access driveway

Site Rear of 10 High Street Southminster Essex

Southminster Parish Council recommend the REFUSAL of this planning application, it is an incongruous form of development, size, scale and bulk.

Week ending: 8th December 2023

23/01195/LDP PP-12661397

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

Birchwood The Chase Southminster Essex

Southminster Parish Council recommend the GRANTING of planning permission.

Planning

Decisions

Week ending: 17th November 2023

FUL/MAL/23/00315

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

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new internal openings. Removal of redundant machinery. Installation of new stairs and new services. New external oil fired boiler and new heating oil storage tank. Installation of new hard surface.

APPROVE

Week ending: 8th December 2023

FUL/MAL/23/00979

Demolition of existing buildings and erection of a one to two-storey building to provide two commercial, business and service uses (Class E) units, including a convenience food shop, at ground floor and three flats (Class C3) at first floor together with modified access arrangements, parking, refuse storage, landscaping and other ancillary works

Queens Head Public House 36 Queen Street Southminster Essex.

REFUSE

FUL/MAL/23/00980

Partial demolition of existing buildings, conversion of retained frontage buildings, conversion of retained frontage building and erection of a one to two-storey rear extension to provide two commercial, business and service uses (Class E) units, including a convenience food shop, at ground floor and three flats (Class C3) at first floor together with modified access arrangements, parking, refuse storage, landscaping and other ancillary works.

REFUSE

FOR INFORMATION ONLY

Appeal Decision

Site Address:

Proposal:

Application Ref:

Appeal Ref:

23/256

Finance Matters: -

- a: To receive and approve payment and receipts reports for December 2023, proposed by Cllr Harrold, seconded by Cllr Cleary.
- b: To approve payments and to sign cheques, proposed by Cllr Harrold, seconded by Cllr Cleary.
- c: To receive and approve the budget status for December 2023, Proposed by Cllr Harrold, seconded by Cllr Cleary.
- d: To receive and approve the Bank Reconciliation Statement to 30th November 2023, Proposed by Cllr Harrold, seconded by Cllr Cleary.

23/257

Budget/Precept 2024/2025

To review budget

To discuss and agree precept for 2024-2025.

Members discussed the painting of speed bumps at King George V Memorial Field, to make them more visible.

An update was given regarding the heater covers for Community hall 2, the office is currently waiting on the quotes.

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Cllr Fluker commented that a Medium-Term Financial Strategy is needed to give a clear idea of projection.

Members also agreed a Budget Review to be scheduled for September annually and to be included in the Corporate Diary.

Cllr Pratt proposed approaching Maldon District Council to ask for a dispensation to complete the precept form by Friday 12th January 2024, seconded by Cllr Fluker.

Members agreed to schedule a meeting for Monday 8th January 2024 @ 6.30pm.

RESOLVED: Maldon District Council to be contacted to ask for a dispensation until Friday 12th January 2024.

ACTION: Clerk to write to Maldon District Council.

23/258 Highways

To receive an update.

The Clerk informed an abandoned car has been reported on Kings Road.

The High Street parking sign which is bent over on the High Street has been assessed by ECC, who inform it is not serious enough.

Streetlights have been reported as not working at the High Street Car Park and Princes Avenue. A damaged bollard on the High Street has been reported, this is in the process of scheduling works.

Cllr Fluker commented that signage at the road narrowing outside William Fisher Medical Centre has not been reinstated despite numerous communications to Essex County Council, there has been several near misses, and it is a health and safety issue.

ACTION: Clerk to write to Essex County Council regarding signage.

23/259 Clerks Update

High Street Defib, offline 28/11/23

Abandoned Vehicle outside 12 King Street reported to MDC 28/11/2023, no tax, MOT due to expire 31/11/23.

Fireworks 2024 – Booking has been made, expressions of interest have been sent to all existing food vendors.

Resident assists – Maldon and Dengie Ramblers contact details obtained as resident had difficulty.

High Street, Damaged bollard reported, at road narrowing – repair works are in progress

Kings Road Bonfire – reported 06th Dec 2023, following residents' complaint.

Meeting held with Community Engagement Team to discuss Car Park issue; they are going to provide possible solutions for discussion at a future meeting.

Coronation Living Heritage Fund – 10 fruit trees have been donated to the village, Tom Moat, Senior Forestry and Woodland Officer has offered assistance with planting late January/early February, volunteers needed to assist.

I collected 6 Oak Trees from County Hall on Friday 15th December; these were gifted to the Parish as part of the County Councillor Giveaway from Essex County Council. County Cllr Stamp kindly organised them for the parish.

Cllr Fluker asked the Clerk to let Mrs Neale know the varieties in case FOSCOS would like some.

23/260 Dist Cllr's Report

Report from Maldon District Councillor Adrian S Fluker
South Eastern Area Planning Committee Meetings.

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The matter was considered at Council on 29th November several members of the Council spoke in favour of the Committee Meetings being held at Maldon. A recording of the meeting is available on You Tube via the MDC web Site. After a lengthy debate it was agreed by a majority to continue holding the meetings in Burnham.

Development Plan – Review (Formally the LDP Review)

Officers are now reviewing and updating the Supplementary Planning Documents – a consultation process will take place in the new year; details will be posted on the MDC Web Site.

Council Budget

The budget gap for 23/24 (after windfall investment interest) is circa £200,000 and for 24/25 £1.5m. In the absence of the administration bring forward any substantive fiscal policies the shortfalls will have to be met by taking money from reserves which were accumulated through the sale of the Councils own Social Housing stock some years ago.

Fees and Charges

On average the Councils Fees and Charges will increase by inflation circa 10%.

The Council generates a surplus of over £300k on its green garden waste service. The Council agreed to increase the cost of the annual green waste doorstep collection service by a whopping 25% from £56.00 to £70.00 which will generate an additional surplus of £192,000. The cost of a new wheely bins will increase from £28.00 to £40.00. A small number of members including myself did not support the proposal.

Great Essex Authority (Devolution)

The Government has still not ratified the proposal of a Greater Essex Authority. Given the Authority will not have an elected mayor it is unlikely that it will receive any substantive additional funding. When compared to other areas in the County, Maldon District has been identified as one with lesser needs than most and is therefore unlikely to receive any extraordinary project led funding.

As part of the process MDC has signed up to the NE Councils Group. Membership costs £25,000 per annum rising potentially to £45,000 in the coming years. I have asked for quarterly costs against return analysis.

Proposed Developments

North East of the Village

It is understood that the application has not been submitted

Proposed Development at Queenborough Road

No notification of appeal has been received

Proposed Development at Scotts Hill

The Highways Authority have withdrawn their objection the application is expected to progress to the District Planning Committee soon. There are no statutory objections.

Proposed Development North of Stoney Hills

No further information.

Corporate Leadership Review

The Council has agreed to undertake a corporate leadership review

Customer Service.

J Jeffery

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Residents can contact me directly if they have any issues with the customer service, they receive from Maldon District Council.

Queenborough Road Flooding

After all these months/years it appears that ECC have now resolved the flooding issues in Queenborough Road. I have written to ECC Councillor Wendy Stamp thanking her for help in resolving the issue.

23/261 Allotments

Cllr Harrold proposes the following amendment to item 3

3. We need to agree a carry forward surplus in the account to allow for any unexpected expenditure (£500 maybe)

Item 7, to receive an update from Cllr Fluker

7. The yellow tractor will be sold and the ford tractor will be used to empty the trailer for as long as is viable or the allotment holders pick up the running costs of tractor

To Note: Allotments holders were given notice on Tuesday 14th November 2023 at the Allotment Holders meeting of a potential rent increase for 2024/2025.

To discuss and pass any resolution

It was agreed by all that the Corporate Diary would be updated to include a rent review in August going forward.

RESOLVED: A minimum £500 surplus will be carried forward until August 2024, Agreed by all Members.

Action: Clerk to update Corporate Diary.

23/262 Audit Committee

An additional Member is required to join the Audit Committee.

To discuss and pass any resolution as necessary.

Cllr McKee proposed the addition of Cllr Cleary and Cllr Fluker to the Audit Committee, seconded by Cllr Mische.

RESOLVED: Cllr Cleary and Cllr Fluker and now Audit Committee representatives.

ACTION: Clerk to update paperwork and call an Audit Committee meeting.

23/263 Icycle Ride

Update from Cllr Fluker

To discuss and pass any resolution as necessary.

Cllr Fluker informed this is a historic New Years Day bike ride to Burnham, the current organisers have offered a donation of £2,500 to Southminster Parish Council to take on the Icycle ride and promote safer cycling.

Cllr Pratt proposed acceptance of the donation and suggested gifting the money to the local primary school for cycling proficiency.

Cllr Mische proposed gathering more information before making a commitment, seconded by Cllr Harrold.

Cllr's Mische, McKee and Cleary will meet with the current organisers to gather more information.

RESOLVED: More information to be obtained from current organisers by Cllr's Mische, Cleary and McKee before a decision is made.

23/264 Amendment of Standing Orders for meeting start time of 7pm.

To discuss the proposal of a 7pm meeting start time.

To discuss and pass any resolution as necessary.

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Proposed by Cllr Mische, seconded by Cllr Fluker.

RESOLVED: Parish Council meeting will now start at 7pm.

ACTION: Clerk to amend Standing Orders and circulate.

23/265 Southminster Flower Show 2024

Southminster Flower Show Committee request the use of King George V Memorial Field on Saturday 20th July 2024.

To discuss and pass any resolution as necessary.

RESOLVED: All Members agreed to the use of King George V Memorial field on Saturday 20th July 2023 by Southminster Flower Show.

23/266 Any matters that the Chair considers urgent.

To discuss and pass any resolutions as necessary.

None.

23/267 Public Session– opportunity for members of public to speak:

It was reported that residents living by the roundabout on Southfield Way are using the grass verge for parking.

23/268 Date of the next meeting:

Monday 15th January 2023

23/269 Business by reason of special circumstances considered by the Chairperson to be urgent.

23/270 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.

RESOLVED: 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.

23/271 Disposal of Tractor

See confidential report 18-12-2023

RESOLVED: All Members agreed to the disposal of the yellow tractor.

23/272 Close of business.

Meeting closed at 9.10pm.