



# **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  
15<sup>th</sup> July 2024 at 19.00 hrs.**

***J Jeffery***  
***Parish Clerk***  
**4<sup>th</sup> July 2024**

## **AGENDA**

- 24/168      Apologies for absence.**
- 24/169      To receive and approve Minutes of the Parish Meeting held 24<sup>th</sup> June 2024.**
- 24/170      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.)
- 24/171      Public Session – Opportunity for Members of the Public to speak**
- 24/172      Planning**  
Week ending:
- Planning**  
**Decisions**
- Week ending: 26<sup>th</sup> June 2024  
24/00400/LBC PP-13020078  
Removal of existing temporary marquee at High House Farm Barn and replacing a new Orangery marquee structure.  
Improvements to be made to the surrounding landscape, including the creation of a new access drive and vineyard.  
High House Old Heath Road Althorne Chelmsford  
**APPLICATION WITHDRAWN**

**24/173 To discuss and agree the proposal of Chair, Vice Chair and Cllr Fluker responding to planning applications on behalf of Southminster Parish Council during the period 16<sup>th</sup> July 2024 to 15<sup>th</sup> September 2024, to accommodate no August parish council meeting.**

**24/174 Finance Matters: -**  
a: To receive and approve payment and receipts reports for July 2024.  
b: To approve payments and to sign cheques.  
c: To receive and approve the budget status for July 2024.  
d: To receive and approve the Bank Reconciliation Statement to 30<sup>th</sup> June 2024.

**24/175 To consider Internal Auditor’s report**  
Cllr Fluker to update.  
To discuss and pass any resolutions as necessary.

**24/176 To consider new Ear Marked Reserves and the opening of additional savings account to hold remaining carry over figure.**

Carry Over 2023/24		£66897.00
Transfer to Ear Marked Reserves	Allotments	£ 847.00
	Events	£ 8231.00
	Total	£57819.00

To discuss opening of new savings accounts, The Clerk has circulated to Members information from Redwood Bank, Cambridge Building Society and Co-Operative Bank.  
To discuss and pass any resolution as necessary.

**24/177 To consider the use of a Corporate Multipay Card/Debit Card.**  
One off set up fee of £50, followed by £3 per month per card.  
The office does not hold any petty cash and at the present time staff are paying for supplies and claiming reimbursement.  
To discuss and pass any resolution as necessary.

**24/178 Highways**  
To receive an update.

**24/179 Clerks Update**

**24/180 Dist Cllr’s Report**

**24/181 Allotments Rent Review**  
Members to discuss rent review for 2024/2025.  
Ear Marked Reserves Allotments Maintenance £296.34  
Ear Marked Reserves Grass Cutting Allotments £462.00  
Minute Ref 23/261, 18<sup>th</sup> December 2023  
Resolved: A minimum £500 surplus will be carried forward until August 2024  
Carry over figure for 2023/2024 £847.00  
To discuss and pass any resolution as necessary.

**24/182            Football Pitch Hire - Season 2024/2025**

To discuss pitch hire for 2024/2025.  
To discuss use of pavilion for training sessions.  
To discuss the purchase of goal posts.  
To discuss and pass any resolution as necessary.

**24/183            Events Committee**

To discuss and agree the creation of an Events Committee. To discuss creation of Terms of Reference for the committee.  
To discuss and pass any resolution as necessary.

**24/184            Christmas Lights Sponsorship**

Cllr Fluker and Cllr Wyn-Davies to update.  
To discuss and pass any resolution as necessary.

**24/185            Maldon District Council contribution to High Street Public Conveniences.**

Cllr Fluker to give an update.  
Members to discuss and pass any resolutions as necessary.

**24/186            To discuss purchase of Memorial Tree for Cllr John Anderson**

Cllr Harrold to update.  
Members to discuss and pass any resolution as necessary.

**24/187            Flower Show replacement container**

To discuss the purchase and installation of a replacement container.  
To discuss and pass any resolution as necessary.

**24/188            Events attended by Members**

To receive an update.

**24/189            Any matters that the Chair considers urgent.**

To discuss and pass any resolutions as necessary.

**24/190            Public Session– opportunity for members of public to speak:**

**24/191            Date of the next meeting:**

Monday 16<sup>th</sup> September 2024.

**24/192            Exclusion of Press and Public:**

To determine a proposal that the press and public should now be excluded from the meeting in accordance with The Local Government Act 1972, ss100.

**24/193            Update from Solicitor regarding SUFC Holdings Ltd**

To discuss and pass any resolution as necessary.

**24/194            Renewal of lease/Review of Charges - Car Park building – All Raw**

To discuss and pass any resolution as necessary.

**24/195            Renewal of lease/Review of Charges – Community Hall 2 – Southminster  
Preschool.**

To discuss and pass any resolution as necessary.

**24/196            Close of business.**