



SOUTHMINSTER PARISH COUNCIL

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Minutes

The Annual Parish Meeting of Southminster Parish Council 16th May 2022, held at Community Hall 2, King George V Memorial Field, Station Road, Southminster, Essex.

Present: Cllr J Anderson, Cllr G Harrold, Cllr D Noonan, Cllr Pratt, Cllr Mische, and Cllr Fluker.

In attendance: Joanna Jeffery, Clerk/RFO and five members of the public.

22/118 Apologies for absence.

Apologies were received from Cllr Wyn-Davies.

22/119 Election of Chairman

Propose and elect Chairman for 2022/23.

Cllr Pratt proposed Cllr Anderson, seconded by Cllr Harrold.

RESOLVED: CLLR ANDERSON WILL REMAIN CHAIR FOR 2022/2023.

22/120 Elected Chairman to sign Acceptance of Office

RESOLVED: CLLR ANDERSON DULY SIGNED THE ACCEPTANCE OF OFFICE.

22/121 Election of Vice Chairman

Propose and elect Vice Chairman for 2022/2023

Cllr Pratt proposed Cllr Harrold, seconded by Cllr Noonan.

RESOLVED: CLLR HARROLD WILL REMAIN VICE CHAIR FOR 2022/2023.

22/122 Members reminder to review their Register of Interests

RESOLVED: NOTED BY ALL MEMBERS.

22/123 Election of Parish Council Members to committees and organisations.

1. Allotment Committee - Cllr Anderson
2. Audit Committee - Cllr's Noonan, Pratt, Anderson, Harrold and Mische.
3. Cheque Signatories – Cllr's Anderson, Harrold and Pratt
4. D.H.G.P.C. – Cllr Anderson
5. Emergency Committee – Cllr's Anderson, Noonan and Mische
6. Footpaths – Cllr Anderson
7. F.O.S.C.O.S. – Cllr's Anderson and Noonan

8. Henry Gilder Drake Trust – Cllr Pratt
9. King George V Playing Field Committee/Strategic Development Committee – Cllr's Anderson, Harrold, Noonan and Fluker
10. Memorial Hall - Vacant
11. Personnel Committee – Cllr's Anderson, Pratt and Mische
12. Appraising staff – Cllr's Anderson, Pratt and Mische
13. Grievance and discipline – Cllr's Anderson, Pratt and Mische
14. Planning Committee – Cllr Fluker
15. Public Health - Remove
16. Public Transport
17. Southminster Volunteers - Remove

22/124 To receive and approve Minutes of the last meeting – 25th April 2022.

Cllr Harrold proposed approval of the minutes dated 25th April 2022, seconded by Cllr Fluker.

RESOLVED: MINUTES DATED 25TH APRIL 2022 WERE APPROVED AND DULY SIGNED BY CLLR ANDERSON, CHAIR.

22/125 To receive and note any declarations of interest:

No declarations of interest were received.

22/126 Public Session – opportunity for members of public to speak:

A resident enquired if Southminster United FC would be opening Community Hall 1 on Flower Show Day, as historically the King George V Memorial Field is for sole use by the organisers. The Clerk informed that Mrs Smith representing the Flower Show had visited the Parish Office on two occasions to speak with the Clerk. Mrs Smith has since informed that she has spoken with Mr Howells from Southminster United FC and an amicable decision has been reached and that Southminster United will be opening Community Hall 1.

A further discussion was had regarding the use of a marquee for the Ladies Club, Cllr Pratt informed that the council no longer had any gazebos. The Clerk informed that she had made a micro grant application to the CIF Fund but at the present time the fund is shut. The Clerk has obtained a telephone number of a marquee company which will be forwarded to the Ladies Club. The Clerk informed that the option of using Community Hall 2 on Flower Show Day remained available to the Ladies Club. A resident asked if there was any further development on pothole issues on the High Street, the Clerk informed that following the last parish council meeting she had checked the Highways reporting map, eighteen issues have been reported on the High Street, these are being monitored. Cllr Fluker suggested writing to Mr Bradley at Essex Highways to ask for an officer to visit and inspect.

A resident asked for an update on Parish Lawn Mowers, it was agreed to add this to the next agenda.

22/127 Planning

To discuss and respond to the following planning applications.

Week ending: 29th April 2022

22/00545/LDE PP-11193049

Claim for lawful development certificate for existing single storey storage area
10 Oak Drive Southminster Essex CM0 7FH

Southminster Parish Council recommend REFUSAL of this planning application.

Signed by Cllr J Anderson Chair 20th June 2022

22/128 Finance Matters: -

- a: To receive and approve payment and receipts reports for May 2022, proposed by Cllr Noonan, seconded by Cllr Pratt.
- b: To approve payments and to sign cheques, proposed by Cllr Noonan, seconded by Cllr Pratt.
- c: To receive and approve the budget status for May 2022, proposed by Cllr Noonan, seconded by Cllr Pratt.
- d: To receive and approve the Bank Reconciliation Statement to 8th May 2022, deferred until next meeting.

22/128.01 To discuss and agree insurance proposal for 2022/2023, deferred to next meeting.

22/129 Dist Cllr's Report

Report from Cllr Adrian Fluker Maldon District Council to the Statutory Annual Meeting of Southminster Parish Council Monday 16th May 2022.

The Revenue and Benefits team have been carrying out their usual function over the last year including the roll out of Covid Grants. They are now focussing on the payment of Energy Grants which are expected to filter through in the coming weeks to direct debit customers.

The Councils Five Year Housing Land Supply is now below 3 years which means the district has become a focus for speculative developments. The Local Development Plan is under formal review and call for potential sites has been made. Several sites have come forward in the Southminster area.

Following the successful appeal against members refusal of **Burnham Waters** a cost decision was awarded against the Council by the planning Inspectorate. It is likely that with Councils own legal and professional costs included the total amount will be close to £280K. Given the Council is projecting large deficits in the coming years the Head of Finance is reviewing the situation. The payment will have to come from reserves.

The **Leisure Centres** are now operating as normal.

Waste and recycling – the service continued throughout the pandemic – the backlog of green garden waste bins has been cleared and green garden waste bins are now available at cost via the MDC website.

A review of the **Princes Road Campus (Council Offices)** is under review. Consideration is being given to down sizing.

As part of the channel shift programme which was accelerated by the pandemic MDC employees are now allowed to work between home and the offices.

David Fisher Way - I have been lobbying to get the road opened for over a year. ECC (Highways) have now confirmed that it will open in the Autumn after which time Steeple Road will be blocked off as agreed.

North Street – ECC (Highways) have finally agreed to carry out repairs to the road.

Planning Enforcement – The Council is working towards reducing the number of enforcement cases taking appropriate action where necessary.

Community Safety Team – have worked though out the pandemic apart from dealing with issues such as anti-social behaviour and other community issues the team have issued over 1400 fixed penalty notices for speeding.

The Council is grateful to those that arrange and take part in **Community Litter Picks**. Members will be asked to consider extra funding for street scene activity including the collection of litter in rural areas at a future meeting of the S&R committee. The Council is reminded that if they have issues with littering of the verges around the edge of the village, they should contact MDC.

Southminster Parks and Open Spaces – to ensure that we get the best possible support I have arranged for regular meetings between the MDC parks team and interested parties including FOSCOS.

I have raised the funds to get Flag Pole reinstated on **St Leonards Church** and thank all the local businesses that kindly made donations.

Signed by Cllr J Anderson Chair 20th June 2022

On 27th May **Ride London** will visit the district with a cycle race running within the district and starting and finishing in Maldon High Street.

The Council will be lighting a **Beacon at Promenade Park** to mark the Queens Jubilee over the extended holiday period (2-3 June).

Over the weekend of 18/19 June **Fantasia will return to Prom Park** offering top class acts for residents to enjoy locally.

On 26 June **Armed Forces Day** will be marked with a small event within Promenade Park.

The Essex Serpent is being screened on Apple TV from 13 May. Much of this drama was filmed in the District.

The Refugee and Migrant Community Hub is now up and running. This is for all refugees but will of course be of help to those affected by the war in Ukraine and their sponsors. The drop in takes place every Tuesday between 10am and 12 noon at the Fullbridge Church (Maldon).

The Council is currently appealing for **Climate Action Friends** as part of its climate action strategy / its commitment is to fight climate change. The Climate Action Friends will be a community voice on the topic and anyone interested can sign up at maldon.gov.uk/climate

22/130 King George V Proposed New Community Building

Cllr Anderson to update

Cllr Anderson informed that plans for the new building have now been submitted to Maldon District Council Planning Department.

22/131 Platinum Jubilee Update

Update from Cllr Harrold

Cllr Harrold informed Members of the proposed running of the day to celebrate the Queen's Platinum Jubilee.

Pentecost Sunday Service, St Leonard's Church 10.45am – 12pm

Treasure hunt to Jubilee Woods for the official opening, there will be country dancing from Southminster Primary School and Little Lions. Storytime in the woods with Cllr Mische. A return Treasure Hunt to King George V Memorial field for the Picnic in the Park to start at 2pm, live bands will be playing and the event will finish at 6pm.

Cllr Fluker enquired regarding insurance and risk assessment, it was confirmed these are in place.

22/132 Jubilee Woods

Update from Cllr Harrold/Cllr Anderson.

Cllr Mische informed all Members that to date the additional work at Jubilee Woods had been well received, many residents are using the woodland and there is positive feedback on social media.

22/133 Parishioner Surgeries

To discuss resuming Parishioner Surgeries

Members discussed the advantages of holding surgeries, particularly for those who cannot attend the Parish Council meetings, it was agreed to resume Parishioner Surgeries bi monthly.

22/134 Review of leases

Cllr Fluker to review and report to council any recommendations.

Item deferred to next meeting.

22/135 Public Session

A resident asked if there could be more signage for Jubilee Woods.

Signed by Cllr J Anderson Chair 20th June 2022

A brief discussion took place regarding the promotion of the Parish Website and promotion of meetings, to encourage greater attendance.

22/136 **Date of the next meeting:** 20th June 2022 @ 7.30pm.

22/137 **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.

Proposed by Cllr Pratt, seconded by Cllr Harrold.

22/138 **Staffing Matters**

Cllr Anderson to update

To discuss and pass any resolution as necessary

See confidential report 16.05.2022

22/139 **Community 2 Hall hire**

To discuss potential hall hirer and associated works

To discuss and pass any resolution as necessary.

It was agreed to circulate the letting agreement from Cllr Fluker.

It was agreed to arrange a meeting with Cllr Anderson, Cllr Fluker, Southminster Preschool and the Clerk.

22/140 **Close of business:**

Meeting closed at ????