



# **SOUTHMINSTER PARISH COUNCIL**

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**Councillors are summoned to attend a Meeting of Southminster Parish Council to be held at Southminster Memorial Hall, High Street, Southminster on the 17<sup>th</sup> February 2025 at 19.00 hrs.**

*J Jeffery*  
*Parish Clerk*

11<sup>th</sup> February 2025

## **A G E N D A**

**25/025      Apologies for absence.**

**25/026      To receive and approve Minutes of the Parish Meeting held 20<sup>th</sup> January 2025.**

**25/027      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.)

**25/028      Public Session – Opportunity for Members of the Public to speak regarding items on the agenda only**  
Restricted to 15 minutes across both public sessions.

**25/029      Planning**  
Week ending: 24<sup>th</sup> January 2025  
25/00041/FUL PP-13582394  
New access drive into High House Wedding Venue from Old Heath Road.  
High House Old Heath Road Althorne Chelmsford  
  
Week ending: 7<sup>th</sup> February 2025  
25/00099/PDE  
Single storey rear extension which would extend beyond the rear wall of the original house by 8m, maximum height of 4m and the maximum height to the eaves of 2.6m.  
Moorhill Kennels Tillingham Road Southminster Essex

**Planning**

## **Decision**

Week ending: 24<sup>th</sup> January 2025

24/00921 LDE

Claim for a lawful development certificate for existing shipping containers which have existed for over 17 years.

Land Adjacent Theedhams Farm Steeple Road Southminster Essex

**REFUSE**

Week ending: 31<sup>st</sup> January 2025

24/00982/PDE

Single storey rear extension which would extend beyond the rear wall of the original house by 4m, maximum height of 3.4m and the maximum height to the eaves of 2.6m

18 Pump Mead Close Southminster Essex CM0 7AE

## **Appeals Advised**

**Site Address:**

**Proposal:**

**Application Ref:**

**Appeal Ref:**

**Appeal Start Date:**

## **Appeal Decisions**

**Appeal Reference:**

**Proposal:**

**Address:**

**25/030**

### **Finance Matters: -**

- a: To receive and approve payment and receipts reports for January 2025.
- b: To approve payments and to sign cheques.
- c: To receive and approve the budget status for January 2025.
- d: To receive and approve the Bank Reconciliation Statement to 31<sup>st</sup> December 2024 and 31<sup>st</sup> January 2025.

**25/031**

### **Highways**

To receive an update.

**25/032**

### **Clerks Update**

**25/033**

### **Dist Cllr's Report**

**25/034**

### **Strategic Development Committee**

Terms of Reference revision, Members requested the following:

Budget and Expenses an increase for project delivery subject to a limit of £1500 on any single transaction and subject also to all other provisions of Southminster Parish Council Financial Regulations to £5,000.

To discuss and pass any resolution as necessary.

To discuss the provision of .gov.uk domain and website upgrade.  
To discuss and agree provision of laptops for Clerk and Councillors.  
To discuss and pass any resolution as necessary

To adopt minutes of meetings held 15<sup>th</sup> January 2025, 5<sup>th</sup> February 2025 and 12<sup>th</sup> February 2025.

To agree and pass any resolution as necessary.

To discuss the quotations received and agree to a supplier and design for 2025-2027

To receive an update from Mr Neall.

To receive an update from Allotment Holders meeting held on 11<sup>th</sup> February 2025.

To receive an update from Cllr Mische.

Monday 17<sup>th</sup> March 2025.

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.

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