



SOUTHMINSTER PARISH COUNCIL

New Parish Room, Queenborough Road, Southminster, Essex. CM0 7AB

Tel: 01621 773868

Fax: 01621 773868

E-mail: clerk@southminsterparishcouncil.com

Website: <https://e-voice.org.uk/southminster-parish-council/>

Councillors are summoned to attend a Meeting of Southminster Parish Council to be held at Southminster Memorial Hall, High Street, Southminster on the 17th March 2025 at 19.00 hrs.

J Jeffery
Parish Clerk

11th March 2025

A G E N D A

25/047 Apologies for absence.

25/048 To receive and approve Minutes of the Parish Meeting held 17th February 2025.

25/049 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.)

25/050 Public Session – Opportunity for Members of the Public to speak regarding items on the agenda only
Restricted to 15 minutes across both public sessions.

25/051 Planning
Week ending: 14th February 2025
For Information Only
25/00111/LDP PP-13664292
Claim for lawful development certificate for a proposed garage conversion
22 Kings Croft Southminster Essex CM0 7ER

For Information Only
25/00100/PADADD
Prior approval for the enlargement of an existing dwellinghouse by the construction of an additional storey with a maximum height of 7.67m
Moorhill Kennels Tillingham Road Southminster Essex

Week ending: 28th February 2025

24/01004/OUTM PP-13623594

Outline planning application with all matters reserved except for means of access, for up to 140 no. Dwellings (Use Class C3) including affordable housing; new site access and internal access roads; a new village centre (Use Class E (a)); flexible employment space (Use Class E); car and cycle parking; landscaping; sustainable urban drainage systems; public open space and footpaths; community woodlands and allotments; together with associated infrastructure.

Land South of Threeways and 45 The Street Latchingdon Essex

Week Ending: 7th March 2025

25/00122/FUL PP-13685437

Proposed dwellinghouse with associated private amenity space and parking on land associated with 15 Pump Mead Close.

Revised parking arrangement for donor dwelling.

Land at 15 Pump Mead Close Southminster Essex

Planning

Decision

Week ending:

Appeals Advised

Site Address:

Proposal:

Application Ref:

Appeal Ref:

Appeal Start Date:

Appeal Decisions

Appeal Reference:

Proposal:

Address:

25/052

Finance Matters: -

- a: To receive and approve payment and receipts reports for February 2025.
 - b: To approve payments and to sign cheques.
 - c: To receive and approve the budget status for February 2025.
 - d: To receive and approve the Bank Reconciliation Statement to 28th February 2025.
 - e. To consider ear marking the following:

Professional and legal fees	£3500
Allotments	£1291
Lease agreement depsoit	£1800
Parish machinery and plant	£4000
Jubilee Woods	£3500
- To discuss and pass any resolution as necessary.

25/053

Highways

To receive an update.

- 25/054 Clerks Update**
- 25/055 Dist Cllr's Report**
- 25/056 Performance, Governance and Audit Committee**
 To receive the following recommendations:
 Standing Orders – Fit for purpose, no revisions
 Adoption of Playground Risk Management Policy
 Adoption of CCTV Policy
 Adoption of Sound Recording Policy
 To Discuss and pass any resolution as necessary.
- 25/057 Strategic Development Committee**
 To adopt minutes of meetings held 22nd January 2025, 5th February 2025 and 6th March 2025.
 To discuss and pass any resolution as necessary.
- 25/058 To discuss adoption of Procurement Regulations.**
 To discuss and pass any resolution as necessary.
- 25/059 Gov.uk Domain**
 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
- 25/060 Events Committee**
 To receive an update from Cllr Wyn-Davies
 To agree and pass any resolution as necessary.
- 25/061 Southminster United FC**
 A request has been made from Southminster United FC to create a locked storage area of 2.4m x 2.2m in the Pavilion.
 To discuss and pass any resolution as necessary.
- 25/062 Footpaths**
 To receive an update from Mr Neall.
- 25/063 King George V Memorial Field Public Toilets**
 To receive an update from Cllr Mische.
- 25/064 King George V Memorial Field**
 To discuss quote received for playground maintenance.
 To discuss and pass any resolution as necessary.
- 25/065 Public Session– opportunity for members of public to speak on items of mutual interest:**
- 25/066 Date of the next meeting:**

Monday 17th March 2025.

25/067 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.

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25/068 Renewal of agreement/Review of Charges - Car Park building – All Raw

Cllr Fluker to update.

To discuss and pass any resolution as necessary.

25/069 Close of business.