



SOUTHMINSTER PARISH COUNCIL

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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
18th November 2024 at 19.00 hrs.**

J Jeffery
Parish Clerk

12th November 2024

A G E N D A

- 24/249 Apologies for absence.**
- 24/250 To receive and approve Minutes of the Parish Meeting held 21st October 2024.**
- 24/251 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.)
- 24/252 Public Session – Opportunity for Members of the Public to speak regarding items on the agenda only**
Restricted to 15 minutes across both public sessions.
- 24/253 Planning**
Week ending: 25th October 2024
LDP/MAL/24/00825
Claim for a lawful development certificate for proposed conversion of garage to create habitable room
4 Buttercup Way Southminster Essex CM0 7RZ

NMA/MAL/24/00840
Application for non-material amendment following grant of planning permission 23/01216/FUL & 23/01217/LBC (Change of use to 5 no. Dwellings. Demolition works to main building and erection of a single storey extension to north elevation. Single storey extensions to the east and west elevations of existing

outbuilding and part demolition of that building. Alterations to fenestration and inclusion of associated landscaping, car parking, cycle parking and refuse storage.) Amendment sought: Amend layouts of plots 1 and 2 to include additional bedrooms.

Former Southminster Library Queenborough Road Southminster Essex

Week ending: 1st November 2024

LDP/MAL/24/00843

Claim for a lawful development certificate for proposed construction of single storey outbuilding to the rear.

18 Crown Way Southminster Essex

Planning

Decisions

Week ending: 27th September 2024

LDP/MAL/24/00582

Claim for a lawful development certificate for proposed two-storey rear extension, addition of a dormer to the side elevation, and removal of chimney.

Cattolica 23 Burnham Road Southminster Essex

REFUSE

Week ending: 11th October 2024

LDP/MAL/24/00769

Claim for lawful development certificate for proposed two storey rear extension. Alterations to fenestration.

Cattolica 23 Burnham Road Southminster Essex

APPROVE

Week ending: 1st November 2024

HOUSE/MAL/24/00679

Conversion of existing garage to sunroom with alterations to fenestration.

Erection of outbuilding to rear including raised decking and paving.

61 Station Road Southminster Essex

APPROVE

Week ending: 8th November 2024

HOUSE/MAL/24/00726

Part single, part two storey rear extension, repositioning of porch and alterations to existing dormers on main dwelling house and erect detached garage with room above.

Heath Cottage Old Heath Road Southminster Essex

APPROVE

Appeals Advised

Site Address:

Proposal: Application Ref:

Appeal Ref:

Appeal Start Date:

Appeal Decisions

23/01190/HOUSE

Appeal Reference: APP/X1545/D/24/3342442

Proposal: Single storey rear extension, first floor rear extension and alterations to fenestration.

Address: 7 Cripplegate, Southminster

APPEAL DISMISSED

24/254

Finance Matters: -

- a: To receive and approve payment and receipts reports for November 2024.
- b: To approve payments and to sign cheques.
- c: To receive and approve the budget status for November 2024.
- d: To receive and approve the Bank Reconciliation Statement to 31st October 2024.
- e. To note Clerks salary increase of 62p per hour, SCP 32, backdated to 1st April 2024.

24/255

Highways

To receive an update.

24/256

Clerks Update

24/257

Dist Cllr's Report

24/258

Events Committee

Review of the Events Folder for the Fireworks Event

Review of the Fireworks Event Corporate risk register and Insurance Cover

Cllr Fluker

To agree and pass any resolution as necessary.

24/259

Community Hal 1 Costs Recovery Mr Howells

Cllr Fluker

To discuss and pass any resolution as necessary.

24/260

Strategic Development Committee.

Cllr Harrold to give an update.

To discuss and agree Terms of Reference.

Members to discuss and pass any resolutions as necessary.

24/261

Hedging at King George V Memorial Field.

To discuss and pass any resolution as necessary.

24/262

Request to add civilian casualty names to the War Memorial

To discuss and pass any resolution as necessary.

24/263 Community Engagement Team

To discuss the engagement of the Community Engagement Team to tackle dog fouling in the area.

To discuss and pass any resolution as necessary.

24/264 CCTV upgrade

To discuss quote received.

To discuss and pass any resolution as necessary.

24/265 Any matters that the Chair considers urgent.

To discuss and pass any resolutions as necessary.

24/266 Public Session– opportunity for members of public to speak on items of mutual interest:

24/267 Date of the next meeting:

Monday 16th December 2024.

24/268 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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24/269 Renewal of lease/Review of Charges - Car Park building – All Raw

Cllr Fluker to update.

To discuss and pass any resolution as necessary.

**24/270 Renewal of lease/Review of Charges – Community Hall 2 – Southminster
Preschool.**

Cllr Fluker to update.

To discuss and pass any resolution as necessary

24/271 Close of business.