



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 16th June 2025 at 19.00 hrs.

J Jeffery
Parish Clerk

11th June 2025

A G E N D A

25/126 Apologies for absence.

25/127 To receive and approve Minutes of the Annual Parish Meeting held 19th May 2025.

25/128 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.)

25/129 Public Session – Opportunity for Members of the Public to speak regarding items on the agenda only

Restricted to 15 minutes across both public sessions.

25/130 Planning

Week ending: 23rd May 2025

25/00485/WTPO PP-14010036

(A1 area on TPO 9/8%) - TP1 – Horse Chestnut – Height reduction by 5m, lateral reduction by 2m, and remove deadwood.

Cherry Grove, Station Road Southminster Essex

Week ending: 30th May 2025

25/00502/FUL PP-14043976

Construction of enclosure to house 2no. Heat pumps

Southminster Church of England Primary School Burnham Road Southminster

Week ending:

06th June 2025

25/00446/FUL PP-13793591

Demolition of existing agricultural barns and construction of two residential dwellings, associated access, parking and landscaping.

Agricultural Building at Wraywick Farm The Marshes Southminster Essex

Planning

Decision

Week ending: 16th May 2025

25/00240/LDP

Claim for a lawful development certificate for a proposed erection of a detached Workshop/Garage building adjacent to existing dwelling.

Orchard Cottage Scotts Hill Southminster Essex

APPROVE

FOR INFORMATION ONLY

25/00416/NMA

Application for a non-material amendment following grant of Planning Permission 23/01236/FULM (Erection of a 19 MW Solar PV Array, comprising ground mounted solar PV panels, with co-located 5 MW battery energy storage system (BESS), vehicular access from Keelings Road, internal access tracks, landscaping and associated infrastructure including security fencing, CCTV cameras and grid connection infrastructure including transformers, substation compound buildings and cabling route to the point of connection) Amendment sought: Alter the wording of condition 3 to reference an updated Soft Landscape Works Plan and Landscape General Arrangement Plan.

Land to the south of Keelings Road Dengie Essex

APPROVED

Week ending: 23rd May 2025

25/00231/WTPO

(TPO 01/74) T1 (Horse Chestnut) - Re-pollard by 4m back to old pollards. Remove deadwood from crown.

2 The Chestnuts Burnham Road Southminster Essex

REFUSE

25/00314/LBC

Installation of gas meter boxes to plots 1-5

Former Southminster Library Queenborough Road Southminster Essex

GRANT LISTED BUILDING CONSENT

25/00369/LDP

Claim for a lawful development certificate for a proposed single storey side extension

Moorhill Kennels Tillingham Road Southminster Essex

APPROVE

Appeals Advised

Site Address:

Proposal:.

Application Ref:
Appeal Ref:
Appeal Start Date:

Appeal Decisions
Appeal Reference:
Proposal:
Address:
APPEAL DISMISSED

- 25/131 Finance Matters: -**
- a: To receive and approve payment and receipts reports for April and May 2025.
 - b: To approve payments and to sign cheques.
 - c: To receive and approve the budget status for May 2025.
 - d: To receive and approve the Bank Reconciliation Statement to 30th April and 31st May 2025.
- To discuss and pass any resolution as necessary.

25/132.01 To consider Internal Auditor's report

To discuss and pass any resolutions as necessary.

- 25/132.02** To approve and sign section 1, the Annual Governance Statement of the Annual Governance and Accountability Return for 2024/25 (appendix 4).

- 25/132.03** To approve and sign section 2 of the Annual Governance Statement of the Annual Governance and Accountability Return for 2024/25 (appendix 5).

25/133 Action Plan

To receive Action Plan to address Internal Auditor's comments.

To discuss and pass any resolution as necessary.

25/134 To consider new Ear Marked Reserves and the transfer of carry over figure.

Carry Over 2024/25	£82149.00
Transfer to Ear Marked Reserves	
Allotments	£ 99.00
Community Hall 2 maintenance	£15175.00
Total	£66875.00

25/135.01 To consider additional Ear Marked Reserves

New Community Building Current EMR	£174526.75	
Business Reserve		£186626.62
Natwest 95 Day NoticeAccount	£115187.69	
TOTAL	£476341.06	
General Development Fund current EMR		£ 57309.88
Business premium	£130892.95	
TOTAL	£188202.83	

25/135 Allotments

To adopt minutes of meeting held 11th February 2025.

Rent 2025/2026

2024/2025 Income £1836.00, Expenditure £446.00.

Current EMR £2896.34, additional proposed £99.00, Total £2995.34

An Allotment holders meeting was held Thursday 5th June 2025, the following proposal is asked to be considered by Members.

Due to the current high reserve, Allotment Holders propose no increase in fees for 2025/2026.

To discuss and pass any resolution as necessary.

Freedom of Information Act 2000 – request for information

A request for information has been made to Cllr Fluker from a Member of the Allotments.

25/136 Supplementary Estimates, Virements, Procurements Exemption and use of reserves.

To discuss and pass any resolution as necessary.

25/137 Clerks Appraisal

Item remains outstanding.

To discuss and pass any resolution as necessary.

25/138 Highways

To receive an update.

25/139 Clerks Update

25/140 Dist Cllr's Report

25/141 Strategic Development Committee

To receive an update.

To adopt minutes of meetings held 15th May & 29th May 2025.

To discuss and pass any resolution as necessary.

25/142 Events Committee

To receive an update from Cllr Wyn-Davies

To adopt minutes of meeting held 16th April, 30th April and 21st May 2025.

To agree and pass any resolution as necessary.

25/143 Footpaths

To receive an update from Mr Neall.

25/144 DBS Checks for Members and Staff

To receive an update

To discuss and pass any resolution as necessary

25/145 King George V Memorial Field

To discuss quote received for playground maintenance.

Clerical oversight of water charges for bowls club.

To discuss and pass any resolution as necessary.

- 25/146 Laptops/Tablets**
To discuss and pass any resolution as necessary.
- 25/147 Local Electric Vehicle Infrastructure (LEVI) Project Collaboration**
Call for potential sites
To discuss and pass any resolution
- 25/148 Policing and Rural Engagement Team**
Request from a resident regarding how the Dengie area will be serviced.
- 25/148 Public Session– opportunity for members of public to speak on items of mutual interest:**
- 25/149 Date of the next meeting:**
Monday 5th July 2025 – Parish Council meeting.
- 25/092 Close of business.**