



## **SOUTHMINSTER PARISH COUNCIL**

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### **Minutes**

**The meeting of Strategic Development Committee  
held at Parish Office, Queenborough Road, Southminster.  
on Wednesday 22nd January 2025 @ 9.30am.**

Present: Cllr Harrold, Cllr Cleary, Cllr Mische, Cllr Pratt and Cllr Wilcox.

In Attendance: J Jeffery Parish Clerk/RFO

25/01 Apologies: There were none.

25/02 To receive and note any declarations of interest:

To disclose the existence and any nature of 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.

There were none.

25/03 To note the Terms of Reference.

Members requested a revision to the Terms of Reference, 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 £5000.

25/04 To consider appointing professional consultants or project management and fund raising.

Cllr Pratt suggested appointing a project manager and funding advisor. Members felt that this should be a turnkey project.

Cllr Pratt will forward Maldon District Council Procurement Team details to the Clerk for advice.

The Clerk produced a quote received from Barkers Associates previously, Members asked the Clerk to ask Barkers Associates to send over a revised quote for discharge of conditions.

Cllr Harrold proposed asking Mr George Dibben to join the committee, seconded by Cllr Pratt.

25/05 Date of next meeting: 5<sup>th</sup> February 2025

25/06 Closure of meeting. Meeting closed at 10.45am.