

# Steeple Parish Council

Locum Parish Clerk / RFO: Joanna Jeffery  
31 Burnham Road, Latchingdon, Essex CM3 6EU  
email [steepleparishcouncil@gmail.com](mailto:steepleparishcouncil@gmail.com)  
Website: <https://e-voice.org.uk/steepleparishcouncil/>



## Minutes of the Parish Council meeting on Wednesday 10<sup>th</sup>. December 2025 at 7pm in Steeple Village Hall

Present: Cllrs J. Partridge (Chair), C. Poulter, K. Potten, R. Wilson and  
Joanna Jeffery Locum Parish Clerk.

If members of the press or public are present

Does any member of the public or press wish to film or otherwise record the meeting? You are reminded that:-

- Members of the public or officers present at a meeting may not be filmed without their consent
- Any persons under the age of 18 may not be filmed regardless
- Any recording must be done in a way that does not disrupt the meeting
- No oral commentary is permitted during the meeting and
- No recording is permitted of any part of a meeting which is closed to the public.

Anyone who objects to being filmed, recorded, photographed or otherwise reported, and children and vulnerable adults now have an opportunity to declare their presence.

### 115/2025 Apologies for Absence

Cllr S Wilson

### 116/2025 Declaration of Interest

To disclose the existence and any nature of any Disclosable Pecuniary Interests. Other Registerable Interests and Non-Registerable 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.

Cllr R. Wilson 130/2025 25/01022/FULM PP-14350416 Non-Registerable Interest.

### 117/2025 To approve the Minutes of the last Full Council meeting of Steeple Parish Council

To receive and agree the minutes of meeting held on 12<sup>th</sup>. November 2025

Minutes of the meeting held 12<sup>th</sup> November 2025 were proposed by Cllr Potten, seconded by Cllr Poulter.

**RESOLVED: The minutes of the meeting held 12<sup>th</sup> November 2025 were duly signed by Cllr Partridge, Chair.**

**118/2025 Public Participation Session.** The Chairman will invite questions and observations from members of the public present. A maximum time of **15 minutes** will be allowed.

No members of the public were present.

### 119/2025 Finance

- 1) To receive the Bank reconciliations as at 31<sup>st</sup>. October 2025 and 30<sup>th</sup> November 2025, proposed by Cllr Partridge, seconded by Cllr Wilson.
- 2) To receive the comparison of Actual to Budget 2025/2026, proposed by Cllr Poulter, seconded by Cllr Wilson.
- 3) To approve the payment of Accounts for December, proposed by Cllr Potten, seconded by Cllr Poulter.
- 4) To discuss and agree the purchase Microsoft 365 Business User at a cost of £10.32 plus vat per month, proposed by Cllr Partridge, seconded by Cllr Poulter.
- 5) To discuss and agree electricity tariff, acceptance of the proposed tariff provided by British Gas for streetlight electricity was proposed by Cllr Partridge, seconded by Cllr Wilson/

**120/2025 2026-2027 Budget –** Councillors to discuss 2026-2027 budget and any projects with costings for 2026-2027

To discuss and determine precept for 2026/2027.

Members discussed the budget line by line, increases have been made for IT, staff associated costs, meeting costs, street lighting, grass cutting, training and playing field.

Members agreed to continue to source additional fund via grant applications.

Cllr K. Potten proposed an expenditure figure of £14,848 for 2026-2027. This resulted in a Precept demand from MDC of £14,848. Using the MDC Tax Base figure of 193.60 equates to a Band D property figure of £76.69p. An increase of £13.17pa or 23.36%. Cllr C. Poulter seconded.

**RESOLVED: Precept demand of £14,848 to be submitted to Maldon District Council.**

**121/2025 Clerk Vacancy**

To discuss and pass any resolution as necessary.

Members agreed by accent to the appointment of Mrs Joanna Jeffery.

**122/2025 MDC Cllr I. Haywood report**

No report.

**123/2025 Greater Essex Local Government Reform**

To discuss and agree a response, information previously circulated to Members.

To discuss and pass any resolution as necessary.

Members discussed the proposal and agreed that they would support a three unitary council, suggesting Maldon, Chelmsford and Brentwood.

**124/2025 Highways issues**

Cllr Partridge informed she had reported a damaged sign at Stansgate Road.

**125/2025 Speed watch update**

Cllr R.Wilson reported that speed watch will recommence in January 2026.

**126/2025 Steeple Community Group**

To receive an update

No update, Members requested this item is removed from the agenda.

**127/2025 Steeple Playing Field**

To receive an update

A quote has been received for the removal of earth and waste from the playing field. Item to be deferred to January 2026 meeting to allow for two more quotes.

**128/2025 Councillors to discuss moving emails and website over to .gov.uk**

Clerk to provide an update/quote.

Members to discuss and pass any resolution as necessary.

Members discussed a quote received to provide web hosting, .gov.uk email and additional internet security at a cost of £18.85 plus VAT per month.

Cllr Poulter proposed acceptance of the quote provided by The Computer Centre, seconded by Cllr Potten.

**RESOLVED: Quotation provided by The Computer Centre for web hosting, .gov.uk email and additional internet security was agreed.**

**129/2025 Balance Challenge**

To discuss the provision of Balance Challenge, a grant fund play equipment that works with the Monkey Challenge equipment which was previously installed.

To discuss and pass any resolution as necessary.

Members agreed not to proceed with Balance Challenge.

**130/2025 Planning – including any Current Planning Applications requiring a response**

Week ending: 5<sup>th</sup> December 2025

25/01022/FULM PP-14350416

The construction, operation (including maintenance) and decommissioning of an onshore wind electricity generating facility and associated infrastructure, comprising up to 15 Wind Turbine Generators (WTGs), onsite substation, access tracks, underground cabling, temporary concrete batching plant, and landscape and ecological mitigation and enhancement.

Land East of Bridge Wick Lane Dengie Essex

Cllr R.Wilson abstained from the discussion and vote.

Steeple Parish Council raise no objection to this planning application depending on route of travel. Members would not support if travelling through Steeple due to the infrastructure and also listed buildings status.

**131/2025 Planning Decision/s made by MDC affecting Steeple - None**

**132/2025 Date of Next Full Council meetings – 7pm, Wednesday 14<sup>th</sup> January 2026.**

**133/2025 Items for Next Agenda**

Clerks Contract, Staff Pension.

**134/2025 Closure of the Meeting**

To Close the meeting having considered and determined all items of business

Meeting closed at 8.56pm.

Signed \_\_\_\_ Cllr Joanne Partridge Chair

Date \_\_\_\_ 14<sup>th</sup> January 2026