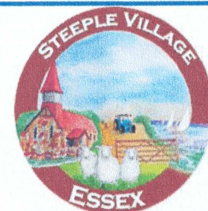


Steeple Parish Council

Parish Clerk / RFO: Kevin B. Money
 7 Roach Vale Colchester Essex CO4 3YN
 Tel: 07810781509 email steepleparishcouncil@gmail.com
[www.https://e-voice.org.uk/steepleparishcouncil](https://e-voice.org.uk/steepleparishcouncil)



Dear Councillor

You are requested to attend the forthcoming meeting of Steeple Parish Council to be held on

MONDAY 15th. JANUARY 2024 at 7pm in the Village Hall

for the purpose of transacting the business ONLY shown on the agenda

KBMoney - Kevin B. Money – Parish Clerk to the Council – 9th. January 2024

The Press and Public are welcome to attend

FULL COUNCIL MEETING AGENDA

001/2024 Chairman welcome

002/2024 Apologies for Absence

003/2024 Declaration of Interest

To declare any Pecuniary, Registerable or non-Registerable Interest relating to items on the agenda

004/2024 Co-Option

The Candidate having completed a short application form and confirmed their eligibility for the position of Councillor within the statutory rules (Local Government Act 1972 section 79). Forms have been returned to the Parish Clerk by the prescribed deadline 31st. December 2023.

The eligible candidate has been invited to attend a meeting with Councillors and speak for a maximum of five minutes. The candidate was asked to introduce themselves, give a resume of their background and experience and explain why they wish to become a member of the Council.

005/2024 To approve the Minutes of the last Full Council meeting of Steeple Parish Council

To receive and agree the minutes of the last STPC meeting held on 15th. November 2023

006/2024 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

007/2024 Essex County Councillor report – ECC Cllr W. Stamp

008/2024 District Councillor report – Cllr L. Haywood

009/2024 Highways issues

010/2024 Planning Application/s

HOUSE/MAL/23/00098 - Lullings Maldon Road Steeple Essex

Proposed single storey front extension, alteration to porch roof, fenestration alterations and new steps to door.

The above application, upon which STPC have previously been consulted, has been amended by the submission of a revised plan(s) and/or information

011/2024 Planning Appeals affecting Steeple

012/2024 Planning Decision/s made by MDC affecting Steeple

HOUSE/MAL/23/00948 - The Malt House Maldon Road Steeple Southminster

Single storey porch, replacement cladding on principal elevation. **APPROVE** subject to conditions

HOUSE/MAL/23/00933 - 1 Rosedene Cottage The Street Steeple Southminster

Demolition of existing rear extension and erection of single storey rear extension

REFUSE for the following reason:-

The development, as a result of its architectural design and materials, would result in harm to the significance and special character of the listed building, contrary to Policy D3 of the approved LDP, Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and Section 16 of the NPPF.

013/2024 Playing Field/Play Equipment/Outside Gym/Community Group Garden

Update from the Community Group

014/2024 Finance

- 1) To receive the Bank reconciliations as at 31st. December 2023
- 2) To receive the comparison of Actual to Budget 2023/2024
- 3) To approve the payment of Accounts for December 2023 and January 2024 and to agree a transfer of funds to meet the Parish Council's financial requirements
- 4) Councillors to discuss to outstanding British Gas bill for the street lighting

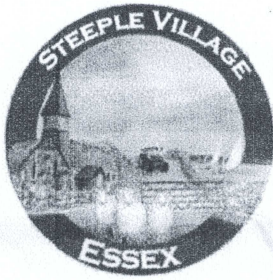
**015/2024 Councillors to agree the 2024 meeting dates 13.03.24: 08.05.24: 10.7.24: 11.09.24:
13.11.24**

016/2024 Items for Next Agenda

017/2024 Date of Next Full Council meetings – Wednesday 13th. March 2024

018/2024 Closure of the Meeting

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



STEEPLE PARISH COUNCIL

Procedure for Co-option of a Parish Councillor

Eligibility criteria

Candidates must be qualified to stand for election or if an election is not called within the specified time on the Notice of Casual Vacancy can be –co-opted onto the Parish Council. The Local Government Act 1972, Section 79, sets out the qualifications for standing as a candidate and the grounds for disqualification of a candidate.

On the day of nomination and the day of poll, you must:

- be at least 18 years old
- be a British citizen, an eligible Commonwealth citizen or a citizen of any other member state of the European Union, and
- meet at least **one** of the following four qualifications:
 - a) Your name must appear on the register of local government electors for the parish/community at the time of your nomination and throughout your term of office should you be elected.
 - b) You have occupied any land or other premises as owner or tenant in the parish/community during 12 months before the day of your nomination and the day of election.
 - c) Your main or only place of work during the 12 months prior to the day of your nomination and the day of election has been in the parish/community area. You do not have to have paid employment to qualify, as long as your main or only place of work is in the parish/community area. For example, Councillors who's main or only job is being a Councillor would be able to use this qualification, if their council office is within the parish/community.
 - d) You have lived in the parish/community area or within three miles of it during 12 months before the day of your nomination and the day of election.

You may be disqualified as a candidate if:

- You are employed by the parish/community council or hold a paid office under the parish/community council (including joint boards or committees).
- You have been declared bankrupt in the last five years and has not repaid your debts.
- You have been convicted of a criminal offence and sentenced to at least three months imprisonment (including any suspended sentence) within the previous five years.
- You are disqualified due to corrupt practices under the Representation of the People Act 1983 or the Audit Commission Act.

Candidates Name: MARGARET FINDLAY

Address: 11 GARDEN CLOSE STEEPLE

SOUTHMINSTER Post Code CM0 7LG

Tel: _____ Mob: 07809 743454

Email Address : _____

Length of time lived or worked in the Village of Steeple? 13 yrs

Are you or have you ever been a Councillor for a Parish/Town/District? NO

Please circle which eligibility criteria you meet. (a) (b) (c) (d)

Please write about who you are and why you would like to become a Steeple Parish Councillor and what skills you can contribute:

I would like to join the
parish Council because I
feel I could make worthwhile
contributions in most things
and want to help make improvement
to the village my parents and
Grandparents have lived their live
here and I intend to do the
same

If you run out of space, please utilise the back of the form.

I, (INSERTNAME) MARGARET FINDLAY hereby confirm, that I am eligible to apply for the vacancy of Steeple Parish Councillor, and that the information given on this form is a true and accurate record.

Signed Mrs M.R. Findlay Dated 3.1.24

Please return the completed form to the Parish Clerk by post to:

Parish Clerk,

Steeple Parish Council,

c/o 7 Roach Vale

Colchester

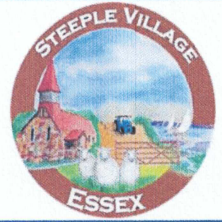
Essex CO4 3YN

Or email: Steepleparishcouncil@gmail.com

- Short listed applicants will be interviewed by a panel of three Councillors
- the appointee will have to complete an Acceptance of Office before taking part in their first meeting.
- Sign the Code of Conduct and complete a register of interests' form (within 28 days of taking up office) which will be displayed on the Maldon District Council website with a direct link to the Steeple Parish Council website.

Steeple Parish Council

Parish Clerk / RFO: Kevin B. Money
7 Roach Vale, Colchester, Essex. CO4 3YN
Tel: 07810781509 email steepleparishcouncil@gmail.com
Website: www.steeplepc.co.uk



Minutes of the Parish Council meeting on Wednesday 15th. November 2023 at 7pm in Steeple Village Hall

Present: Cllrs K. Davey (Chair), J. Partridge (Vice-Chair), K. Potten, ECC Cllr W. Stamp and Kevin B. Money Parish Clerk. There were 3 members of the public present.

056/2023 Chairman welcome The Chairman welcomed everyone to the meeting

057/2023 Apologies for Absence were received from MDC Cllr L. Haywood

058/2023 Declaration of Interest

To declare any Pecuniary, Registerable or non-Registerable Interest relating to items on the agenda

None Declared

059/2023 To approve the Minutes of the last Full Council meeting of Steeple Parish Council

To receive and agree the minutes of the last STPC meeting held on 11th. July 2023. **All Agreed**

To receive and agree the minutes of the last STPC Planning meeting held on 17th. October 2023 **All Agreed**

060/2023 To approve the permanent position of Kevin B. Money as Parish Clerk / RFO to Steeple Parish Council. All Agreed

061/2023 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

Cllr K. Potten asked for further volunteers to join the Speedwatch Team in Steeple. The Speedwatch is carried out at weekends.

Cllr J. Partridge informed the meeting that she laid the Parish Council poppy wreath on Remembrance Day

062/2023 Essex County Councillor report – ECC Cllr W. Stamp

a) **Locality Funding** – Application approved and the basketball pitch will be completed on the 24th November 2023 starting at 8.30am (weather permitting)

The new LHP member is Cllr Tom Cunningham. The LHP have removed £200,000 for Maldon district Area and therefore no more schemes are being put through. There are so many projects still outstanding and LHP is now being restructured again.

A resident asked if Cllr W. Stamp can get the footpath by the old Sun & Anchor PH repaired as it now impassable.

Cllr W. Stamp was also asked if MDC or another agency can supply 30mph signs to be placed along the main road in Steeple

Steeple councillors thanked Cllr W. Stamp for her support in getting the basketball pitch marked out under her locality funding.

Cllr W. Stamp then left the meeting for another meeting

063/2023 District Councillor report – Cllr L. Haywood

No report was given

064/2023 Highways issues

Councillors and residents were asked to contact the Clerk with reports of Potholes and any Finger posts that need repairing/replacing

065/2023 Planning Application/s No planning applications have been submitted

066/2023 Planning Appeals affecting Steeple No appeals have been submitted

067/2023 Planning Decision/s made by MDC affecting Steeple No planning decisions have been made by MDC affecting Steeple village

068/2023 Playing Field/Play Equipment/Outside Gym/Community Group Garden

The playing field is looking good enough through the heavy rain period. Nothing further to report

069/2023 Finance

1) To receive the Bank reconciliations as at 31st. October 2023

Councillors noted the Bank reconciliations as at 31st. October 2023

2) To receive the comparison of Actual to Budget 2023/2024

Councillors noted the comparison of Actual to Budget 2023/2024

3) To approve the payment of Accounts for October & November 2023 and to agree a transfer of funds to meet the Parish Council's financial requirements. **All agreed**

070/2023 Budget 2024/2025 - Councillors to discuss the anticipated Budget for 2024/2025

Councillors discussed thoroughly the anticipated expenditure for 2024/2025. This resulted in an anticipated expenditure of £11679 resulting in a Precept of £11613 for 2024/2025

071/2023 Councillors to not the 2024 meeting dates 13.03.24: 08.05.24: 10.7.24: 11.09.24: 13.11.24

072/2023 Items for Next Agenda

2024/2025 Budget

Speedwatch report

073/2023 Date of Next Full Council meetings – Wednesday 10th. January 2024

Cllr K. Potten informed the meeting that she cannot make this meeting so an alternative date would need arranging, subject to the village hall being available

074/2023 Closure of the Meeting

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

The Chairman then closed the meeting at 8.15pm and thanked everyone for attending.

	BANK RECONCILIATION			
Financial year ending 31.03.24				
Bank Balance as at	30.04.23	31.05.23	30.06.23	31.07.23
Unity Trust Bank - Current account	£ 20,123.16	£ 18,309.20	£ 18,291.20	£ 16,710.90
Total	£ 20,123.16	£ 18,309.20	£ 18,291.20	£ 16,710.90
Less Unpresented cheques	£ -	£ -	£ -	£ -
Total of unpresented cheques	£ -	£ -	£ -	£ -
Net Bank Balances as at	£ 20,123.16	£ 18,309.20	£ 18,291.20	£ 16,710.90
CASH BOOK				
Balance as at 01.04.23	£ 8,294.95	£ 8,294.95	£ 8,294.95	£ 8,294.95
Plus Receipts	£ 11,828.21	£ 11,828.21	£ 11,828.21	£ 11,894.21
Total	£ 20,123.16	£ 20,123.16	£ 20,123.16	£ 20,189.16
Less Payments	£ -	£ 1,813.96	£ 1,831.96	£ 3,478.26
Grand Total	£ 20,123.16	£ 18,309.20	£ 18,291.20	£ 16,710.90
Difference	£ -	£ -	£ -	£ -
Financial year ending 31.03.24				
Bank Balance as at	31.08.23	30.09.23	31.10.23	30.11.23
Unity Trust Bank - Current account	£ 16,710.90	£ 15,355.60	£ 15,355.60	£ 12,510.36
Total	£ 16,710.90	£ 15,355.60	£ 15,355.60	£ 12,510.36
Less Unpresented cheques	£ -	£ -	£ -	£ -
Total of unpresented cheques	£ -	£ -	£ -	£ -
Net Bank Balances as at	£ 16,710.90	£ 15,355.60	£ 15,355.60	£ 12,510.36
CASH BOOK				
Balance as at 01.04.23	£ 8,294.95	£ 8,294.95	£ 8,294.95	£ 8,294.95
Plus Receipts	£ 11,894.21	£ 11,894.21	£ 11,894.21	£ 11,894.21
Total	£ 20,189.16	£ 20,189.16	£ 20,189.16	£ 20,189.16
Less Payments	£ 3,478.26	£ 4,833.56	£ 4,833.56	£ 7,678.80
Grand Total	£ 16,710.90	£ 15,355.60	£ 15,355.60	£ 12,510.36
Difference	£ -	£ 0.00	£ 0.00	£ -
Financial year ending 31.03.24				
Bank Balance as at	31.12.23			
Unity Trust Bank - Current account	£ 13,492.36			
Total	£ 13,492.36			
Less Unpresented cheques				
Total of unpresented cheques	£ -			
Net Bank Balances as at	£ 13,492.36			
CASH BOOK				
Balance as at 01.04.23	£ 8,294.95			
Plus Receipts	£ 12,894.21			
Total	£ 21,189.16			
Less Payments	£ 7,696.80			
Grand Total	£ 13,492.36			
Difference	£ -			

STEEPLE PC ACTUAL AGAINST BUDGET REPORT

		Budget 2023/24	Total Income / Spend to Jan '24	Left In Budget as at Jan '24
Income	Precept	11064	£ 11,064.00	
	Other Income/Grants/VAT Refund	66	£ 1,066.00	
	VAT Refund	0	£ 764.21	
	Interest	0	£ -	
	TOTAL	11130	£ 12,894.21	
Exp.				
Staff	Salary	2902	£ 2,751.21	£ 150.79
	Office Allowance	216	£ -	£ 216.00
	TOTAL	3118	£ 2,751.21	£ 366.79
Adm.	Admin / IT	100	£ 53.35	£ 46.65
	Audit Fees	90	£ 80.00	£ 10.00
	TOTAL	190	£ 133.35	£ 56.65
General	Grass Cutting	4000	£ 2,880.50	£ 1,119.50
	Meeting cost	80	£ 30.00	£ 50.00
	Street Lighting	955	£ 578.00	£ 377.00
	Insurance	450	£ 442.55	£ 7.45
	EALC/NALC Subscriptions	175	£ 208.84	-£ 33.84
	Training	570	£ -	£ 570.00
	Donations & S137	40	£ -	£ 40.00
	Tru Cam	400	£ -	£ 400.00
	Website	160	£ -	£ 160.00
	Travel Expenses	50	£ -	£ 50.00
	Playing Field	800	£ 1,540.56	-£ 740.56
	Bank Charges	72	£ 54.00	£ 18.00
	Playing Field Inspection	70	£ 65.10	£ 4.90
	Playing Field Equipment	0	£ 16.66	-£ 16.66
	TOTAL	7822	£ 5,816.21	£ 2,005.79
	GRAND TOTAL	11130	£ 8,700.77	£ 2,429.23
	Total VAT reclaim		£ 976.85	
	TOTAL in Expenditure account		£ 9,677.62	

EARMARKED RESERVES					
Date	Detail	Training	Election Expenses	Street Lighting	Total
					£ -
29.12.22	Street lighting			£ 850.00	£ 850.00
	Training	£ 500.00			£ 1,350.00
11.07.23	Street lighting			£ 955.00	£ 2,305.00
	Totals:	£ 500.00	£ -	£ 1,805.00	£ 2,305.00

STPC FINANCE DECEMBER 2023 & JANUARY 2024						
Income:						
Expenditure						
Chq No.	Invoice No.	Payee	Cost	VAT	Total	STPC Ref. No.
BACS	Dec '23	Kevin B. Money - Clerk payment	£ 241.66	£ -	£ 241.66	33
BACS	Dec '23	HMRC - Tax on salary	£ 60.40	£ -	£ 60.40	34
BACS	3984	Designs & Lines - New play markings	£ 998.25	£ 199.65	£ 1,197.90	35
BACS	37877	A&J Lighting - Street light repair	£ 149.00	£ 29.80	£ 178.80	36
BACS	Jan '24	Kevin B. Money - Clerk payment	£ 241.66	£ -	£ 241.66	37
BACS	Jan '24	HMRC - Tax on salary	£ 60.40	£ -	£ 60.40	38
TOTAL:			£ 1,751.37	£ 229.45	£ 1,980.82	

STEEPLE PC BUDGET REPORT 2024/2025

	Budget 2023/24	Total Income / Spend to Jan '24	Left In Budget as at Jan '24	Agreed budget as at 15.11.23		
Income						
Precept	11064	£ 11,064.00		11613	549	
Other Income/Grants/VAT Refund	66	£ 1,066.00		66		
VAT Refund	0	£ 764.21		0		
Interest	0	£ -		0		
TOTAL	11130	£ 12,894.21		66		
Exp.						
Staff						
Salary	2902	£ 2,751.21	£ 150.79	3625	22hrs pcm x £13.73p x12	
Office Allowance	216	£ -	£ 216.00	216	Same as 2023/2024	
TOTAL	3118	£ 2,751.21	£ 366.79	3841		
Adm.						
Admin / IT	100	£ 53.35	£ 46.65	100	Same as 2023/2024	
Audit Fees	90	£ 80.00	£ 10.00	80	Reduce to 2023/2024 level	
TOTAL	190	£ 133.35	£ 56.65	180		
General						
Grass Cutting	4000	£ 2,880.50	£ 1,119.50	4400	Anticipated 10% increase	
Meeting cost	80	£ 30.00	£ 50.00	60	Reduce to appropriate level	
Street Lighting	955	£ 578.00	£ 377.00	955	Same as 2023/2024	
Insurance	450	£ 442.55	£ 7.45	486	Anticipated 10% increase	
EALC/NALC Subscriptions	175	£ 208.84	-£ 33.84	225	EALC/NALC increase of 6%	
Training	570	£ -	£ 570.00	100	Reduce to appropriate level	
Donations & S137	40	£ -	£ 40.00	40	Same as 2023/2024	
Tru Cam	400	£ -	£ 400.00	400	Same as 2023/2024	
Website	160	£ -	£ 160.00	0	Not required	
Travel Expenses	50	£ -	£ 50.00	50	Same as 2023/2024	
Playing Field	800	£ 1,540.56	-£ 740.56	800	Same as 2023/2024	
Bank Charges	72	£ 54.00	£ 18.00	72	Same as 2023/2024	
Playing Field Inspection	70	£ 65.10	£ 4.90	70	Same as 2023/2024	
Playing Field Equipment	0	£ 16.66	-£ 16.66	0	Not required	
TOTAL	7822	£ 5,816.21	£ 2,005.79	7658		
GRAND TOTAL	11130	£ 8,700.77	£ 2,429.23	11679		
Total VAT reclaim		£ 976.85	2024/25	187.7	MDC Tax Base figure	
TOTAL in Expenditure account		£ 9,677.62	2024/25	£ 61.87	Band D figure	£3.43p increase
			2023/24	189.3	Tax Base 2023/24	
			2023/24	£ 58.44	Band D 2023/24	
			2022/23	189.9	Tax Base	
			2022/23	£ 58.26	Band D 2022/23	
			2021/22	191.6	Tax Base	
			2021/22	£ 54.96	Band D 2021/22	



Steeple Parish Council



Filter

Steeple Parish Council

You have 0 gas and 2 electricity accounts

Search for energy accounts:

603459308	£ 114.64
UNMETERED PARISH OF STEEPLE UNMETERED UMS	Debit
Live	
603459309	£ 2,760.78
UNMETERED PARISH OF STEEPLE UNMETERED UMS	Debit
Live	

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