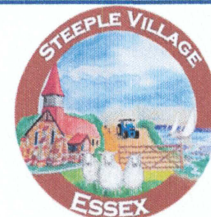


Steeple Parish Council

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

WEDNESDAY 13th. MARCH 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 – 7th. March 2024

The Press and Public are welcome to attend

FULL COUNCIL MEETING AGENDA

- 019/2024 Vice-Chairman welcome**
- 020/2024 Apologies for Absence** were received from Cllr K. Davey
- 021/2024 Declaration of Interest**
 To declare any Pecuniary, Registerable or non-Registerable Interest relating to items on the agenda
- 022/2024 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. January 2024
- 023/2024 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
- 024/2024 Essex County Councillor report – ECC Cllr W. Stamp**
- 025/2024 District Councillor report – Cllr L. Haywood**
- 026/2024 Highways issues**
- 027/2024 Street Lighting in Steeple – Update from the Clerk**
- 028/2024 Councillors to discuss and decide on the Grass cutting quotation for 2024/2025**
- 029/2024 Planning Application/s**
- 24/00104/HOUSE - Casa Mia The Street Steeple Southminster**
 Single storey rear and side extension. Demolition of existing conservatory. Addition of roof lights. Alterations to fenestration. Alteration to existing driveway.
 Documents can be found at
<https://cdp.maldon.gov.uk/planning/planning-documents?SDescription=24/00104/HOUSE>
- 24/00148/HOUSE - Brambleberry Maldon Road Steeple Southminster**
 Two storey side and rear extension
 Documents can be found at
<https://cdp.maldon.gov.uk/planning/planning-documents?SDescription=24/00148/HOUSE>
- 030/2024 Planning Appeals affecting Steeple**
- 031/2024 Planning Decision/s made by MDC affecting Steeple**
- LBC/MAL/23/01030 - 1 Rosedene Cottage The Street Steeple Southminster**
 Demolition of existing rear extension and erection of single storey rear extension. **REFUSE**
- 032/2024 Playing Field/Play Equipment/Outside Gym/Community Group Garden**
 1. Update from the Community Group
- 033/2024 Monkey Challenge - The Play Solution for All Ages**

034/2024 Finance

- 1) To receive the Bank reconciliations as at 29th. February 2024
- 2) To receive the comparison of Actual to Budget 2023/2024
- 3) To approve the payment of Accounts for February and March 2024 and to agree a transfer of funds to meet the Parish Council's financial requirements
- 4) Councillors to discuss outstanding British Gas bill for the street lighting

035/2024 Councillors to note the 2024 meeting dates 10.7.24: 11.09.24: 13.11.24

036/2024 Items for Next Agenda

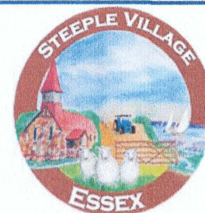
037/2024 Date of Next Full Council meetings – Wednesday 8th. May 2024 (AGM)

038/2024 Closure of the Meeting

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

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 Monday 15th. January 2024 at 7pm in Steeple Village Hall

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

001/2024 Chairman welcome. The Chairman welcomed everyone to the meeting

002/2024 Apologies for Absence were received from ECC Cllr W. Stamp

003/2024 Declaration of Interest

To declare any Pecuniary, Registerable or non-Registerable Interest relating to items on the agenda
None Declared

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 was invited to attend a meeting with Councillors and speak for a maximum of five minutes.

Cllr J. Partridge proposed Mrs Margaret Findlay to be co-opted onto Steeple Parish Council. Cllr K. Potten seconded. **All Agreed.** Margaret Findlay then signed the Declaration of Acceptance of Office, E-Consent form and was given the Register to Interest form. Cllr M. Findlay then took her seat as a Parish Councillor

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. **All Agreed**

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

No questions from the public

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

No report was given but all communication from Cllr W. Stamp had been forwarded to Councillors

008/2024 District Councillor report – Cllr L. Haywood

New MDC Councillors are still settling in. MDC is trying to get a balanced budget for 2024/2025.

The LDP is being worked on but will not be in place until 2025/2026. The plan has been revisited again as it was not 100% accurate.

009/2024 Highways issues

“Fix my Street” is a good website to go onto to register the highways problem. Continue to use Essex Highways website. Footpath bridge has collapsed at the bottom of Batts Road hill. The pavement opposite The Sun & Anchor PH is impassable.

Cllr L. Haywood left the meeting

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

RESOLVED: Refuse this application due to scale, bulk and design. Lack of parking. Building line affected.

Building work to rear is causing disruption to traffic and builders vans parking on a blind bend causing a dangerous hazard. A Steeple rule is that no building should be permitted to the front of the existing building line.

011/2024 Planning Appeals affecting Steeple. No planning Appeals have been submitted 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. No update from Community Group

014/2024 Finance

1) To receive the Bank reconciliations as at 31st. December 2023
Councillors noted the Bank reconciliations as at 31st. December 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 December 2023 and January 2024 and to agree a transfer of funds to meet the Parish Council's financial requirements. **All Agreed**

4) Councillors to discuss the outstanding British Gas bill for the street lighting
Cllr K. Davey proposed that Cllr K. Potten to create a response to British Gas to ascertain why no contact / bills / late payment charges have been sent to the Parish Clerk. Cllr J. Partridge seconded. **All Agreed**

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

Cllr K. Davey gave her apologies for the 13th. March 2024 meeting. Cllr J. Partridge to Chair the meeting.
British Gas update

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

The Chairman then closed the meeting at 8.45pm and thanked everyone for attending.



Filter

Steeple Parish Council

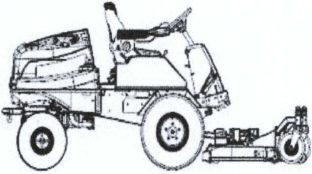
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603459308	£ 235.85
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WEST HYDE
ST LAWRENCE ROAD
TILLINGHAM
ESSEX CM0 7SB

Mr Kevin Money
Steeple Parish Clerk
7 Roach Vale
Colchester
Essex
CO4 3YN

6th February 2024

Dear Mr Money,

Further to our recent conversation regarding the grass cutting contract in your parish.

Our quotation is based on cutting on a fortnightly basis when necessary to a maximum of 16 cuts.

To cut and strim where necessary

- South Green
- Green at Canny Road junction
- Playing field (including extra work to cut around obstacles)
- Batts Road junction bank strim
- Two areas of grass in front of Garden Close

The cost per cut would be £207.37 + vat.

We are covered by public liabilities insurance to the value of £10 million.

Should you or your council have any questions please do not hesitate to contact me.

Yours Sincerely

A handwritten signature in cursive script that reads "RJ Garwood".

RJ Garwood.

	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	31.01.24	29.02.24	
Unity Trust Bank - Current account	£ 13,492.36	£ 11,011.54	£ 9,921.24	
Total	£ 13,492.36	£ 11,011.54	£ 9,921.24	
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	
Net Bank Balances as at	£ 13,492.36	£ 11,011.54	£ 9,921.24	
CASH BOOK				
Balance as at 01.04.23	£ 8,294.95	£ 8,294.95	£ 8,294.95	
Plus Receipts	£ 12,894.21	£ 12,894.21	£ 12,894.21	
Total	£ 21,189.16	£ 21,189.16	£ 21,189.16	
Less Payments	£ 7,696.80	£ 10,177.62	£ 11,267.92	
Grand Total	£ 13,492.36	£ 11,011.54	£ 9,921.24	
Difference	£ -	£ 0.00	£ -	

STEEPLE PC ACTUAL AGAINST BUDGET REPORT

		Budget 2023/24	Total Income / Spend to Mar '24	Left In Budget as at Mar '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	£ 3,355.33	-£ 453.33	
	Office Allowance	216	£ -	£ 216.00	
	TOTAL	3118	£ 3,355.33	-£ 237.33	
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	£ 48.00	£ 32.00	
	Street Lighting	955	£ 2,324.09	-£ 1,369.09	
	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	
	Election cost	0	£ 100.95		
	TOTAL	7822	£ 7,681.25	£ 241.70	
	GRAND TOTAL	11130	£ 11,169.93	-£ 39.93	
	Total VAT reclaim		£ 1,056.71		
	TOTAL in Expenditure account		£ 12,226.64		

STPC FINANCE FEBRUARY & MARCH 2024						
Income:						
		Expenditure				
Chq No.	Invoice No.	Payee	Cost	VAT	Total	STPC Ref. No.
BACS		British Gas - Street Lighting	£ 476.19	£ 23.81	£ 500.00	39
BACS		British Gas - Street Lighting	£1,038.38	£ 51.92	£1,090.30	40
BACS	Feb '24	Kevin B. Money - Clerk payment	£ 241.66	£ -	£ 241.66	41
BACS	Feb '24	HMRC - Tax on salary	£ 60.40	£ -	£ 60.40	42
BACS	Mar '24	Kevin B. Money - Clerk payment	£ 241.66	£ -	£ 241.66	43
BACS	Mar '24	HMRC - Tax on salary	£ 60.40	£ -	£ 60.40	44
BACS	58	Village Hall meeting 15.11.23	£ 10.00	£ -	£ 10.00	45
BACS	2024-004	Village Hall meeting 15.01.24	£ 8.00	£ -	£ 8.00	46
BACS	811307891	British Gas - Street lighting	£ 231.52	£ 4.13	£ 235.65	47
BACS	3790021	MDC - Election cost - 2023	£ 100.95	£ -	£ 100.95	48
		TOTAL:	£ 2,469.16	£ 79.86	£ 2,549.02	
		Denotes already paid				