

Steeple Parish Council

Locum Parish Clerk / RFO: Kevin B. Money
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Minutes of the Parish Council meeting on Thursday 22nd. May 2025 at 6.45pm in Steeple Village Hall

Present: MDC Cllrs R. Pratt, T. Fittock, L. Haywood, M. Neall, C. Poulter and Kevin B. Money Locum Parish Clerk. There were 4 members of the public present.

Cllr M. Neall acted as Chair for the beginning of this meeting

037/2025 Apologies for Absence None were received

038/2025 Co-option

Councillors are requested to receive written applications for the office of Parish Councillor and co-opt candidates to fill the vacancies

The Candidates 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).

Cllr M. Neall proposed Joanne Partridge, Karen Potten and Robert Wilson to be co-opted onto the Council

Cllr T. Fittock seconded. **All Agreed**

Joanne Partridge, Karen Potten and Robert Wilson then signed their Declaration of Acceptance of Office, E Consent form and were given the MDC Register of Interest forms.

They then took their seats as a Parish Councillors

039/2025 Election of Chair for the 2025/26 year

Cllr K. Potten proposed Cllr J. Partridge to act as Chair for 2025-2026 year. Cllr C. Poulter seconded.

All Agreed. Cllr J. Partridge then signed the Declaration of Acceptance of Office

040/2025 Election of Vice-Chair for the 2025/26 year

Cllr K. Potten proposed Cllr C. Poulter to act as Vice-Chair for the 2025-2026 year. Cllr C. Partridge seconded.

All Agreed.

All MDC Councillors then withdrew from the meeting as Steeple Parish Council is now quorate and left the meeting for another MDC meeting. Cllr J. Partridge thanked all the MDC Councillors for their assistance over the last month or so

041/2025 Declaration of Interest

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

None Declared

042/2025 To approve the Minutes of the last Full Council meeting of Steeple Parish Council

To receive and agree the minutes of the STPC Extra-Ordinary meeting held on 28th. April 2025 **All Agreed**

To receive and agree the minutes of the STPC meeting held on 12th. March 2025 **All Agreed**

043/2025 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

Cllr R. Wilson attended a Community Speed watch session in Braintree to see if the group were doing a good job. He will inform Councillors more fully at the next meeting. There is a regular speeding offender through the village.

044/2025 Essex County Councillors report

ECC Report sent prior to the meeting. It can be found at

<https://e-voice.org.uk/steepleparishcouncil/supporting-documents/2025/>

045/2025 Maldon District Councillors report

Cllr L. Haywood report is as per the Annual Parish Assembly

046/2025 Highways issues

A pot hole requires reporting. Cllr J. Partridge to inform Essex Highways with the "what3words"

047/2025 Planning – including any Current Planning Applications requiring a response

No planning applications have been submitted affecting Steeple

048/2025 Planning Decision/s made by MDC affecting Steeple

24/00967/LDE - Agricultural Barn At Batts Farm Batts Road Steeple

Claim for lawful development for an existing use of a building as an independent dwelling for a period exceeding four years. **APPROVED**

24/00968/LDE - Caravan At Batts Farm Batts Road Steeple

Claim for lawful development certificate for erection of a building and its continued use as an independent dwelling for a period exceeding ten years and use of land as domestic garden for a period exceeding ten years.

APPROVED

049/2025 2024/2025 Annual Return

- 1) To Receive the Internal Auditors report for 2024/2025

Councillors noted the Internal Auditors report for 2024/2025

- 2) To Receive and, if agreed, sign Section 1 - Annual Governance Statement of AGAR 2024/2025

Cllr J. Partridge proposed accepting and signing Section 1 - Annual Governance Statement of AGAR 2024/2025. Cllr K. Potten seconded. **All Agreed**

The Chair and Clerk then signed Section 1 - Annual Governance Statement of AGAR 2024/2025

- 3) To Receive and, if agreed, sign Section 2 - Accounting Statement of AGAR 2024/2025

Cllr J. Partridge proposed accepting and signing Section 2 - Accounting Statement of AGAR 2024/2025

Cllr K. Potten seconded. **All Agreed**

The Chair and RFO then signed Section 2 - Accounting Statement of AGAR 2024/2025

050/2025 Finance

- 1) To receive the Bank reconciliations as at 30th. April 2025

Councillors noted the Bank reconciliations as at 30th. April 2025

- 2) To receive the comparison of Actual to Budget 2025/2026

Councillors noted the comparison of Actual to Budget 2025/2026

- 3) To approve the payment of Accounts for April and May '25 and to agree a transfer of funds to meet the

Parish Council's financial requirements. **All Agreed**

051/2025 Date of Next Full Council meetings – TBC July 2025 at 7pm

052/2025 Councillors to note the 2025 meeting dates: 10.09.25: 12.11.25

053/2025 Items for Next Agenda

Steeple Community Group: Asset Register: Steeple Playing Field:

054/2025 Closure of the Meeting

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

The Chair then closed the meeting at 7.55pm and thanked everyone for attending

Signed

J Partridge
Joanne Partridge
Chair

2nd. July 2025