

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 10th. JULY 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 – 4th. July 2024

The Press and Public are welcome to attend

FULL COUNCIL MEETING AGENDA

- 063/2024 **Chairman welcome**
- 064/2024 **Apologies for Absence**
- 065/2024 **Declaration of Interest**
 To declare any Pecuniary, Registerable or non-Registerable Interest relating to items on the agenda
- 066/2024 **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 8th. May 2024
- 067/2024 **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
- 068/2024 **Highways issues**
 a) **Speedwatch update from Cllr K. Potten**
 b) **The Sun & Anchor site** - An update on proceedings from the developers and STPC needs to possibly contact MDC planning department to ask what's going on.
- 069/2024 **Planning Application/s**
- 070/2024 **Planning Appeals affecting Steeple**
- 071/2024 **Planning Decision/s made by MDC affecting Steeple**
- 072/2024 **Monkey Challenge - The Play Solution for All Ages – update Cllr J. Partridge**
- 073/2024 **RCCE – Councillors to discuss joining RCCE**
- 074/2024 **Finance**
 1) To receive the Bank reconciliations as at 30th. June 2024
 2) To receive the comparison of Actual to Budget 2024/2025
 3) To approve the payment of Accounts for June and July 2024 and to agree a transfer of funds to meet the Parish Council's financial requirements
- 075/2024 **Date of Next Full Council meetings – Wednesday 11th. September 2024**
- 076/2024 **Councillors to note the 2024 meeting dates 13.11.24**
- 077/2024 **Councillors to agree 2025 meeting dates:**
 08.01.25: 12.03.25: 14.05.25: 09.07.25: 10.09.25: 12.11.25
- 078/2024 **Items for Next Agenda**
- 079/2024 **Closure of the Meeting**
 To Close the meeting having considered and determined all items of business

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Minutes of the Annual Parish Assembly meeting on Wednesday 8th. May 2024 at 7pm in Steeple Village Hall

Present: Cllrs K. Davey (Chair), J. Partridge (Vice-Chair), K. Potten, M. Findlay and Kevin B. Money Parish Clerk. There were no members of the public present.

1. Apologies for absence were from ECC Cllr W. Stamp

2. Report from Steeple PC Chair - Councillor K. Davey

Steeple Parish Council has 4 Councillors. We recently welcomed Margaret Findlay and thank her for joining us. Our main focus this year has been to slow down the traffic through our village. We have employed the services of MDC speed watch and the voluntary speed watch team have helped out too. The park has a new array of activities in the form of brightly coloured games painted onto the basketball court, including a basketball D.

We are constantly report pot holes and road signs that need repairing and we have had some success. The grassed area is all looking amazing, thanks to Richard Garwood and his team. We will continue to work hard to improve Steeple next year. Thank you to all Councillors for your continued support

3. Report from ECC - Councillor Wendy Stamp

See ECC report on the STPC website at <https://e-voice.org.uk/steepleparishcouncil/ecc-information/>

4. Report from MDC - Councillor Linda Haywood

- MDC received funding for BMX track and skatepark at Burnham
- Splash Park re-opening during school holidays only but can be hired outside school holidays
- Burnham pontoon has received the go-ahead and will be completed within a year
- Parking in Maldon High Street has changed with an increase in parking cost. Free bays have been taken away. MDC has decided to remove the Whitehorse car park with the local businesses not happy.
- Car parking machines are now card and cash payments
- MDC Council tax increased by 2.98%
- Garden waste cost rose from £50 to £70
- Local Development plan is being reviewed. Land supply is now more than 5-year supply
- MDC offices are now open during the day but most MDC officers are hybrid working.

5. Community Group Report – The Community Group is a popular and growing group of local residents whose aim is to generally improve and enhance both the appearance of the village and to provide additional facilities.

In the past year we have carried out the following works:-

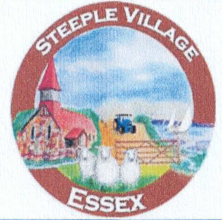
- ❖ Cleared the verges at Batts Road junction to improve vehicle and pedestrian visibility by removing dead and overgrown trees and brambles, cutting the grass and planting new hedging
- ❖ The planters in the village have been repaired where necessary, given a fresh coat of paint and replanted with more plants to brighten up the village
- ❖ The park is looking really good and is well used. New trees have been added to the orchard and the wild flowers planted last year are flourishing. New seats have also been made and installed
- ❖ The Village Hall and grounds are under a programme of constant improvement and maintenance and the grass regularly cut.
- ❖ The Cloths Bank is well used and provides a source of income for the group
- ❖ The verges and paths in the village are being maintained and together with the ditches are being cleared of large quantities of litter

6. Public Forum. No questions from the public

There being no further business the Chair closed the meeting at 7.30pm and thanked everyone for attending.

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Minutes of the Parish Council Annual General meeting on Wednesday 8th. May 2024 at 7.30pm in Steeple Village Hall

Present: Cllrs K. Davey (Chair), J. Partridge (Vice-Chair), K. Potten, M. Findlay and Kevin B. Money Parish Clerk. There were no members of the public present.

039/2024 **2023/24 Chair Welcome**

040/2024 **Apologies for Absence** were received from ECC Cllr W. Stamp

041/2024 **Election of Chairman for the 2024/25 year**

Cllr J. Partridge proposed Cllr K. Davey to act as Chair for 2024/2025. Cllr K. Potten seconded. **All Agreed**
The Chair then sign the Declaration of Acceptance of Office form

042/2024 **Election of Vice-Chairman for the 2024/25 year**

Cllr K. Potten proposed Cllr J. Partridge to act as Vice-Chair for 2024/2025. Cllr K. Davey seconded. **All Agreed**
The Vice-Chair then sign the Declaration of Acceptance of Office form

043/2024 **To re-adopt all Council policies – sent prior to meeting**

Cllr K. Davey proposed adopting all the STPC policies for 2024/2025. Cllr M. Findlay seconded. **All Agreed**

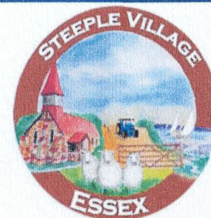
044/2024 **2024/25 Chair to Close Annual meeting**

045/2024 **Closure of the Meeting**

To Close the meeting having considered and determined all items of business
The Chair then closed the meeting at 7.45pm and thanked everyone for attending

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Minutes of the Parish Council meeting on Wednesday 8th. May 2024 at 7.45pm in Steeple Village Hall

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

047/2024 Chair welcome

048/2024 Apologies for Absence were received from ECC Cllr W. Stamp

049/2024 Declaration of Interest

To declare any Pecuniary, Registerable or non-Registerable Interest relating to items on the agenda
Cllr k. Davey declared an interest in item 060/2024 (c)

050/2024 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 13th. March 2024. **All Agreed**

051/2024 **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 were asked

052/2024 Highways issues

a) Speedwatch update from Cllr K. Potten

A police officer was in the village to support the Speedwatch team. 5 cars were stopped at Canney Corner and subsequently issued 3 speeding tickets. No further Speedwatch activity due to the inclement weather.

053/2024 **Planning Application/s.** No applications have been submitted

054/2024 **Planning Appeals affecting Steeple.** No appeals have been submitted

055/2024 Planning Decision/s made by MDC affecting Steeple

AGR/MAL/24/00143 - Lunendales Farm Steeple Road Southminster Essex
Prior notification for two agricultural buildings. **PRIOR APPROVAL NOT REQUIRED**

HOUSE/MAL/24/00104 - 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. **APPROVE** subject to conditions

HOUSE/MAL/24/00148 - Bramleberry Maldon Road Steeple Southminster

Two storey side and rear extension. **APPROVE** subject to conditions

056/2024 Monkey Challenge - The Play Solution for All Ages

After numerous attempts to make contact with the company no success has been made yet.

057/2024 Finance

1) To receive the Bank reconciliations as at 30th. April 2024

Councillors noted the Bank reconciliations as at 30th. April 2024

2) To receive the comparison of Actual to Budget 2024/2025

Councillors noted the comparison of Actual to Budget 2024/2025

3) To approve the payment of Accounts for April & May 2024 and to agree a transfer of funds to meet the Parish Council's financial requirements. **All Agreed**

058/2024 2023/2024 Annual Return

1) To Receive the Internal Auditors report for 2023/2024

Councillors noted the Internal Auditors report for 2023/2024

2) To Receive and, if agreed, sign the Certificate of Exemption for 2023/2024

Cllr K. Davey proposed accepting and signing the Certificate of Exemption for 2023/2024. Cllr J. Partridge seconded. **All Agreed.** The Chair and RFO then sign the form

3) To Receive and, if agreed, sign Section 1 - Annual Governance Statement of AGAR 2023/2024
Cllr K. Davey proposed accepting and signing the Certificate of Exemption for 2023/2024. Cllr K. Potten seconded. **All Agreed.** The Chair and Clerk then sign the form

4) To Receive and, if agreed, sign Section 2 - Accounting Statement of AGAR 2023/2024
Cllr K. Davey proposed accepting and signing Section 2 - Accounting Statement of AGAR 2023/2024. Cllr J. Partridge seconded. **All Agreed.** The Chair and RFO then sign the form
Cllr K. Davey thanked the RFO for all his hard work in turning around the Parish Council

059/2024 Councillors to note the 2024 meeting dates 11.09.24: 13.11.24

060/2024 Items for Next Agenda

061/2024 Date of Next Full Council meetings – Wednesday 10th. July 2024 at 7pm

062/2024 Closure of the Meeting

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

The Chair then closed the meeting at 8.30pm and thanked everyone for attending.

	BANK RECONCILIATION		
Financial year ending 31.03.25			
Bank Balance as at	30.04.24	31.05.24	30.06.24
Unity Trust Bank - Current account	£ 9,434.70	£ 18,802.02	£ 18,517.91
Total	£ 9,434.70	£ 18,802.02	£ 18,517.91
Less Unpresented cheques	£ -	£ -	£ -
Total of unpresented cheques	£ -	£ -	£ -
Net Bank Balances as at	£ 9,434.70	£ 18,802.02	£ 18,517.91
CASH BOOK			
Balance as at 01.04.24	£ 8,660.37	£ 8,660.37	£ 8,660.37
Plus Receipts	£ 1,056.71	£ 12,685.86	£ 12,685.86
Total	£ 9,717.08	£ 21,346.23	£ 21,346.23
Less Payments	£ 282.38	£ 2,544.21	£ 2,828.32
Grand Total	£ 9,434.70	£ 18,802.02	£ 18,517.91
Difference	-£ 0.00	-£ 0.00	-£ 0.00
Financial year ending 31.03.25			
Bank Balance as at			
Unity Trust Bank - Current account			
Total			
Less Unpresented cheques			
Total of unpresented cheques			
Net Bank Balances as at			
CASH BOOK			
Balance as at 01.04.24			
Plus Receipts			
Total			
Less Payments			
Grand Total			
Difference			
Financial year ending 31.03.25			
Bank Balance as at			
Unity Trust Bank - Current account			
Total			
Less Unpresented cheques			
Total of unpresented cheques			
Net Bank Balances as at			
CASH BOOK			
Balance as at 01.04.24			
Plus Receipts			
Total			
Less Payments			
Grand Total			
Difference			

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

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

Date: 30/06/2024

Account Name: Steeple Parish Council

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Sort Code: 608301

Account Number: 20449735

Your arranged overdraft limit is £0.00

Our unauthorised overdraft charges are changing from tracked rate of 25% above base rate to a fixed Nominal rate 25% EAR (Equivalent Annual Rate 28.39%). To find out more read our Overdrafts Key Features document and our Standard Service Tariff available at www.unity.co.uk



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: FSCS.org.uk or refer to our FSCS Information Sheet and Exclusions List at unity.co.uk/fscs

Contact Us

Call us: 0345 140 1000

Email us: us@unity.co.uk

Visit us: unity.co.uk

Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
03/06/2024		Balance brought forward	£0.00	£0.00	£18,802.02
14/06/2024	Direct Debit	Direct Debit (BRITISH GAS BUSINE)	✓ £85.11	£0.00	£18,716.91
17/06/2024	Direct Debit	Direct Debit (BRITISH GAS BUSINE)	✓ £181.00	£0.00	£18,535.91
30/06/2024	Fee	Service Charge	✓ £18.00	£0.00	✓ £18,517.91

Handwritten:
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E 5828.32

Page number 1 of 2

Statement number 044

**For Businesses.
For Communities.
For Good.**

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Unity Trust Bank is entered in the Financial Services Register under number 204570. Registered Office: Four Brindleyplace, Birmingham, B1 2JB. Registered in England and Wales no. 1713124. Calls may be monitored and recorded for training, quality and security purposes. © Unity Trust Bank. All Rights Reserved.



STEEPLE PC ACTUAL AGAINST BUDGET REPORT

		Budget 2024/25	Total Income / Spend to July '24	Left In Budget as at July '24
Income	Precept	11613	£ 11,629.15	
	Other Income/Grants/VAT Refund	66	£ 66.00	
	VAT Refund	0	£ 1,056.71	
	Interest	0	£ -	
	TOTAL	11679	£ 12,751.86	
Exp.				
Staff	Salary	3625	£ 1,136.24	£ 2,488.76
	Office Allowance	216	£ 72.00	£ 144.00
	TOTAL	3841	£ 1,208.24	£ 2,632.76
Adm.	Admin / IT	100	£ 46.06	£ 53.94
	Audit Fees	80	£ 105.20	-£ 25.20
	TOTAL	180	£ 151.26	£ 28.74
General	Grass Cutting	4400	£ 1,451.59	£ 2,948.41
	Meeting cost	60	£ 16.00	£ 44.00
	Street Lighting	955	£ 817.22	£ 137.78
	Insurance	486	£ 462.17	£ 23.83
	EALC/NALC Subscriptions	225	£ 166.64	£ 58.36
	Training	100	£ -	£ 100.00
	Donations & S137	40	£ -	£ 40.00
	Tru Cam	400	£ -	£ 400.00
	Website	0	£ -	£ -
	Travel Expenses	50	£ -	£ 50.00
	Playing Field	800	£ 300.00	£ 500.00
	Bank Charges	72	£ 18.00	£ 54.00
	Playing Field Inspection	70	£ 65.10	£ 4.90
	Playing Field Equipment	0	£ -	£ -
	Election cost	0	£ -	£ -
	TOTAL	7658	£ 3,296.72	£ 4,361.28
	GRAND TOTAL	11679	£ 4,656.22	£ 7,022.78
	Total VAT reclaim		£ 353.41	
	TOTAL in Expenditure account		£ 5,009.63	

STPC FINANCE JUNE & JULY 2024 PAYMENTS**Income:**

Chq No.	Payee	Cost	VAT	Total	STPC Ref. No.
DD	British Gas - Street lighting	£ 81.06	£ 4.05	£ 85.11	15
DD	British Gas - Street lighting	£ 172.38	£ 8.62	£ 181.00	16
FEE	Unity Trust Bank - Service Charge	£ 18.00	£ -	£ 18.00	17
BACS June '24	Kevin B. Money - Clerk payment	£ 241.66	£ -	£ 241.66	18
BACS June '24	HMRC payment	£ 60.40	£ -	£ 60.40	19
BACS July '24	Kevin B. Money - Clerk payment	£ 241.66	£ -	£ 241.66	20
BACS July '24	HMRC payment	£ 60.40	£ -	£ 60.40	21
BACS 6091	MSJ Garwood - Grass cutting	£ 414.74	£ 82.95	£ 497.69	22
BACS 6108	MSJ Garwood - Grass cutting	£ 414.74	£ 82.95	£ 497.69	23
BACS 6990721	MDC - Play inspection charge	£ 65.10	£ 13.02	£ 78.12	24
BACS 2024-031	STVH - Meeting cost 08.05.24	£ 6.00	£ -	£ 6.00	25
BACS 6122	MSJ Garwood - Grass cutting	£ 414.74	£ 82.95	£ 497.69	26
TOTAL:		£ 2,190.88	£ 274.54	£ 2,465.42	