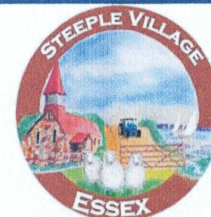


Steeple Parish Council

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 11th. September 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 – 5th. September 2024

The Press and Public are welcome to attend

FULL COUNCIL MEETING AGENDA

080/2024 Apologies for Absence

1. To receive the resignation of Karen Potten as a Parish Councillor with immediate effect

081/2024 Declaration of Interest

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

082/2024 Co-Option

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

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).

083/2024 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 10th. July 2024

084/2024 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

085/2024 Highways issues

- a) **The Sun & Anchor site** - Update on proceedings from the developers to ask what's going on.

086/2024 Planning Application/s

087/2024 Planning Appeals affecting Steeple

088/2024 Planning Decision/s made by MDC affecting Steeple

089/2024 Monkey Challenge - The Play Solution for All Ages – update Cllr J. Partridge

090/2024 Finance

- 1) To receive the Bank reconciliations as at 31st. August 2024
- 2) To receive the comparison of Actual to Budget 2024/2025
- 3) To approve the payment of Accounts for September 2024 and to agree a transfer of funds to meet the Parish Council's financial requirements

091/2024 Date of Next Full Council meetings – Wednesday 13th. November 2024

092/2024 Councillors to note the 2025 meeting dates:

08.01.25: 12.03.25: 14.05.25: 09.07.25: 10.09.25: 12.11.25

093/2024 Items for Next Agenda

094/2024 Exclusion of the Public and Press

Councillors to Resolve that by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

095/2024 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: Chantelle Poulter

Address: 8 Batts Road Steeple, Essex

Post Code CM07LE

Tel: _____ Mob: 07958456463

Email Address: channypoulter@gmail.com

Length of time lived or worked in the Village of Steeple? 9 years

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 have lived in the village for 9 years, I have a son that has autism so being part of the community is important to us especially as his getting older, I run a community group that supports families with neurodiverse children.

I would like to become a Steeple Parish Councillor, to help in the local community, listen to residents and put their views forward and make a positive impact on our community.

My strengths are listening to people, organizing events, fundraising and genuinely caring about residents in our community.

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

I, (INSERTNAME) Chantelle Poulter 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.....CPoulter.....Dated...11/07/2024.....

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



Minutes of the Parish Council meeting on Wednesday 10th. July 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 1 member of the public present.

063/2024 Chairman welcome

064/2024 Apologies for Absence were received from ECC Cllr W. Stamp

065/2024 Declaration of Interest

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

None Declared

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 meetings held on 8th. May 2024. **All Agreed**

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

No questions from the public

068/2024 Highways issues

a) Speedwatch update from Cllr K. Potten

Speedwatch team has been out at weekends. Between TruCam and local Speedwatch patrols a total of 14 cars in a 1-hour session were caught speeding.

b) The Sun & Anchor site - An update on proceedings from the developers

The builders were waiting for MDC to complete their asbestos report. The Clerk was asked to write to the builders to see what is going on. The site is looking an eyesore and open to the travelling community to occupy the site.

069/2024 Planning Application/s. No planning applications have been submitted affecting Steeple

070/2024 Planning Appeals affecting Steeple/ No appeals have been submitted affecting Steeple

071/2024 Planning Decision/s made by MDC affecting Steeple. No planning decisions have been made by MDC affecting Steeple

072/2024 Monkey Challenge - The Play Solution for All Ages – update Cllr J. Partridge

Cllr J. Partridge informed the meeting that with Jack from Monkey Challenge on the 18.06.24 an application was submitted to the National Lottery for funding £6650.00p. This can take up to 12 weeks from National Lottery to respond. A further grant application from Essex Community Foundation Funding for a new slide for £10,000

073/2024 RCCE – Councillors to discuss joining RCCE

Steeple was awarded a Highly Commended certificate at RCCE AGM.

Cllr K. Davey proposed joining RCCE. Cllr J. Partridge seconded. **All Agreed**

074/2024 Finance

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

Councillors noted the Bank reconciliations as at 30th. June 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 June and July 2024 and to agree a transfer of funds to meet the Parish Council's financial requirements. All Agreed

075/2024 Date of Next Full Council meetings – Wednesday 11th. September 2024 at 7pm

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

Co-option: The Sun & Anchor site: The hardstanding at The Star PH:
Cllr K. Potten gave her apologies for the September meeting

079/2024 Closure of the Meeting

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

The Chair then closed the meeting at 7.50pm and thanked everyone for attending.

15759 000364 0003 E 999999
Steeple Parish Council
7 Roach Vale
Colchester
CO4 3YN



13 August 2024

Your instalment plan is complete

Dear Sir/Madam

Thanks for your final payment of £181 on 12 August 2024. Now that you've finished your instalment plan, you'll need to choose a way to pay your future bills.

Why not choose one of our quick and easy payment options:

- **Online** - go to britishgas.co.uk/business/register and register for an online account and follow the simple steps to make a payment
- **BACS** - NatWest Bank Plc, bank account number 48995673, sort code 60-00-01 - please use your British Gas account number in the description
- **Credit or Debit card** - call us on **0333 009 6060*** with your card details
- **Cash** - at a bank or Post Office, just remember to take your payment slip with you
- **Cheque** - include your payment slip and send it to the address on the back of your bill. If you're paying more than one bill, please send the cheque and all payment slips together

We're here for you

If you have any questions about any of our payment options, just get in touch – we're here to help.

Yours faithfully



Dan Lane
Head of Customer Management

Account number

603459309

Site address

UNMETERED PARISH OF
STEEPLE, UNMETERED, UMS

Contact us

0333 009 6060*

8am - 6pm Mon to Fri

Contact us online

We are available on webchat at

[britishgas.co.uk/](https://britishgas.co.uk/business/help-and-support)

[business/help-and-support](https://britishgas.co.uk/business/help-and-support)

Mon to Fri 8am to 6pm

britishgas.co.uk/business

	BANK RECONCILIATION			
Financial year ending 31.03.25				
Bank Balance as at	30.04.24	31.05.24	30.06.24	31.07.24
Unity Trust Bank - Current account	£ 9,434.70	£ 18,802.02	£ 18,517.91	£ 16,147.07
Total	£ 9,434.70	£ 18,802.02	£ 18,517.91	£ 16,147.07
Less Unpresented cheques	£ -	£ -	£ -	£ -
Total of unpresented cheques	£ -	£ -	£ -	£ -
Net Bank Balances as at	£ 9,434.70	£ 18,802.02	£ 18,517.91	£ 16,147.07
CASH BOOK				
Balance as at 01.04.24	£ 8,660.37	£ 8,660.37	£ 8,660.37	£ 8,660.37
Plus Receipts	£ 1,056.71	£ 12,685.86	£ 12,685.86	£ 12,751.86
Total	£ 9,717.08	£ 21,346.23	£ 21,346.23	£ 21,412.23
Less Payments	£ 282.38	£ 2,544.21	£ 2,828.32	£ 5,265.16
Grand Total	£ 9,434.70	£ 18,802.02	£ 18,517.91	£ 16,147.07
Difference	-£ 0.00	-£ 0.00	-£ 0.00	-£ 0.00
Financial year ending 31.03.25				
Bank Balance as at	31.08.24			
Unity Trust Bank - Current account	£ 14,652.28			
Total	£ 14,652.28			
Less Unpresented cheques	£ -			
Total of unpresented cheques	£ -			
Net Bank Balances as at	£ 14,652.28			
CASH BOOK				
Balance as at 01.04.24	£ 8,660.37			
Plus Receipts	£ 12,751.86			
Total	£ 21,412.23			
Less Payments	£ 6,759.95			
Grand Total	£ 14,652.28			
Difference	-£ 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				

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: 31/08/2024

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
31/07/2024		Balance brought forward	£0.00	£0.00	£16,147.07
14/08/2024	Direct Debit	Direct Debit (BRITISH GAS BUSINE)	£76.81	£0.00	£16,070.26
15/08/2024	Direct Debit	Direct Debit (BRITISH GAS BUSINE)	£181.00	£0.00	£15,889.26
20/08/2024	Faster Payment Debit	B/P to: HMRC CUMBERNAULD	£60.40	£0.00	£15,828.86

Page number 1 of 3

Statement number 046

**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.

INVESTORS IN PEOPLE
We invest in people Gold



Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
20/08/2024	Faster Payment Debit	B/P to: MSJ Garwood	£746.53	£0.00	£15,082.33
20/08/2024	Faster Payment Debit	B/P to: STEEPLE VILLAGE HA	£8.00	£0.00	£15,074.33
20/08/2024	Faster Payment Debit	B/P to: Maldon DC	£114.67	£0.00	£14,959.66
20/08/2024	Faster Payment Debit	B/P to: British Gas	£21.62	£0.00	£14,938.04
20/08/2024	Faster Payment Debit	B/P to: RCCE	£44.10	£0.00	£14,893.94
20/08/2024	Faster Payment Debit	B/P to: Kevin B. Money	£241.66	£0.00	£14,652.28

I 12751.86
E 6759.95



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



STEEPLE PC ACTUAL AGAINST BUDGET REPORT

		Budget 2024/25	Total Income / Spend to Sept '24	Left In Budget as at Sept '24	Anticipated left in budget as at 31.03.25
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	£ 1,707.91	£ 1,917.09	£ 104.73
	Office Allowance	216	£ 108.00	£ 108.00	£ -
	TOTAL	3841	£ 1,815.91	£ 2,025.09	
Adm.	Admin / IT	100	£ 46.06	£ 53.94	£ 53.94
	Audit Fees	80	£ 105.20	-£ 25.20	-£ 25.20
	TOTAL	180	£ 151.26	£ 28.74	
General	Grass Cutting	4400	£ 2,281.07	£ 2,118.93	£ -
	Meeting cost	60	£ 24.00	£ 36.00	£ 4.00
	Street Lighting	955	£ 1,380.41	-£ 425.41	-£ 1,860.00
	Insurance	486	£ 462.17	£ 23.83	£ 23.83
	EALC/NALC Subscriptions	225	£ 203.39	£ 21.61	£ 21.61
	Training	100	£ -	£ 100.00	£ 100.00
	Donations & S137	40	£ -	£ 40.00	£ -
	Tru Cam	400	£ 95.56	£ 304.44	£ 200.00
	Website	0	£ -	£ -	£ -
	Travel Expenses	50	£ -	£ 50.00	£ 50.00
	Playing Field	800	£ 300.00	£ 500.00	£ 200.00
	Bank Charges	72	£ 18.00	£ 54.00	£ -
	Playing Field Inspection	70	£ 65.10	£ 4.90	£ 4.90
	Playing Field Equipment	0	£ -	£ -	£ -
	Election cost	0	£ -	£ -	£ -
	TOTAL	7658	£ 4,829.70	£ 2,828.30	
	GRAND TOTAL	11679	£ 6,796.87	£ 4,882.13	-£ 1,122.19
	Total VAT reclaim		£ 570.37		
	TOTAL in Expenditure account		£ 7,367.24		

STPC FINANCE SEPTEMBER 2024 PAYMENTS						
Income:						
Chq No.		Payee	Cost	VAT	Total	STPC Ref. No.
DD		British Gas - Street Lighting	£ 73.15	£ 3.66	£ 76.81	35
DD		British Gas - Street Lighting	£ 172.38	£ 8.62	£ 181.00	36
DD		British Gas - Street Lighting	£ 20.59	£ 1.03	£ 21.62	37
DD	Aug '24	British Gas - Street lighting	£ 53.71	£ 2.68	£ 56.39	38
BACS	Sept '24	Kevin B. Money - Clerk payment	£ 241.66	£ -	£ 241.66	39
BACS	Sept '24	HMRC payment	£ 60.40	£ -	£ 60.40	40
BACS	6158	MSJ Garwood - Grass cutting 20.08	£ 207.37	£ 41.47	£ 248.84	41
			TOTAL: £ 829.26	£ 57.46	£ 886.72	
		Denotes already paid				