

Dear Councillor

Your attendance is required at the forthcoming meeting of St. Lawrence Parish Council to be held at the Village Hall on **WEDNESDAY 25th. OCTOBER 2023 at 7pm** in the village hall for the purpose of transacting the business ONLY shown on the agenda

KB Money - Kevin B. Money Clerk/RFO to the Council – 19th. October 2023

Tel: 07810781509: email slparishclerk@gmail.com


FULL COUNCIL MEETING AGENDA

- 158/2023 Chairmans welcome**
- 159/2023 Apologies for Absence**
- 160/2023 Declaration of Interest**
To declare any Pecuniary, Registerable or non-Registerable Interest relating to items on the agenda
- 161/2023 Minutes**
To confirm and sign the Minutes of the Parish Council meetings held on 27th. September 2023
- 162/2023 Chairmans report and any update since last meeting**
- 163/2023 Essex County Councillor Report – ECC Cllr Wendy Stamp**
1) CIF Funding application – Update from the Clerk – No update yet
- 164/2023 District Councillor/s Report – Cllr Linda Haywood**
- 165/2023 Public Participation Session with Respect to items on the agenda**
A total maximum time of **15 minutes** is allowed for all public participation sessions
- 166/2023 Representative Reports**
- a) **Greening of the village** – To receive a written report from Cllr C. Thorne
 - b) **Asset Management report** – To receive a written update report from Cllr C. Thorne
 - c) **To discuss and finalise the dog issues on Jubilee Field**
- 167/2023 Planning Application/s plus any application/s submitted after agenda published**
- 168/2023 Planning decision/s made by MDC affecting St. Lawrence**
LDP/MAL/23/00565 - Plots 90 And 92 Riverton Drive St Lawrence Southminster
Claim for a lawful development certificate for proposed single storey rear extension & single storey side extension. Changes to fenestration. **APPROVE**
- 169/2023 Planning Appeal/s made affecting St. Lawrence**
- 170/20232 Finance**
- a. To receive the Bank reconciliations as at 30th. September 2023
 - b. To receive the comparison of Actual to Budgeted for 2023/24
 - c. To approve the payment of Accounts for October 2023 and to agree a transfer of funds to meet the Parish Council financial requirements
 - d. Update on adding Cllrs R. Millett and J. Pollock as signatories for Unity Trust Bank

St. Lawrence Parish Council Full Council Meeting Agenda 25th. October 2023

PARISH COUNCIL WEBSITE ADDRESS IS

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

 St Lawrence Parish Council

171/2023 2024/2025 Budget

Councillors to discuss the Council's anticipated expenditure for 2024/2025

172/2023 Councillors to list any defective streetlights with location/s in the village

173/2023 Items for Next Agenda

Items for the next agenda to be supplied to the Clerk by 10th. November 2023 at the latest.

174/2023 Next meeting will be held on 22nd. November 2023 at 7pm in the village hall

Ben Chapman from MDC TruCam department and a police officer (subject to operational commitments) have been invited to attend

175/2023 Councillors to note meeting dates in 2024

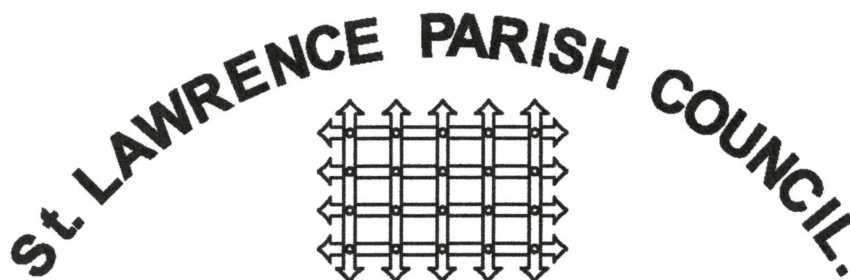
**24.01.24: 28.02.24: 27.03.24: 24.04.24: 22.05.24: 26.06.24: 24.07.24: 25.09.24: 23.10.24:
27.11.24: 18.12.24**

176/2023 Exclusions 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.

177/2023 Closure of the Meeting

To close the Meeting having considered and determined all items of business.



Minutes of the Parish Council meeting held on Wednesday 27th. September 2023 at 7pm in the Village Hall.

Present: Cllrs M. Gibson (Chairman), Cllr C. Thorne, C. Crump, A. Gardner, R. Millett, G. Minish, J. Pollock and Kevin B. Money (Clerk to Parish Council). There were 21 members of the public present.

137/2023 Chairman's welcome. The Chairman welcomed everyone to the meeting

138/2023 Apologies for Absence were received from ECC Cllr W. Stamp & MDC Cllr L. Haywood

139/2023 Declaration of Interest

To declare any Pecuniary, Registerable or non-Registerable Interest relating to items on the agenda Cllr C. Thorne declared an interest in item 149/2023 (c)

140/2023 Minutes

To confirm and sign the Minutes of the Parish Council meetings held on 26th. July 2023. **All Agreed**
To confirm and sign the Minutes of the Parish Council Planning meeting on 7th. September 2023
All Agreed

141/2023 Chairman's report and any update since last meeting

The major issue recently has been the perennial problem of parking on Main Road on double yellow lines. Photographs have been sent to the parking partnership as we have been assured that they will follow up on this but it is interesting to note that we often see the same offenders time and time again. It is only if the double yellow lines are properly enforced that residents can have safe access not just for themselves but also for emergency vehicles.

The issue has been particularly bad in the last few weeks when beautiful warm sunny weekends have brought visitors out and into the village. There have been cars parked on Main Road almost up to the entrance to the Watersports Club as well as in Wick Farm Road. The parking style is frankly appalling. Woe betide anyone who needs to push a buggy, use a wheelchair, or even just try to walk along the pavement. It is frequently blocked so pedestrians are in the (narrow) road.

The abuse isn't down to one group. Some are visiting the Watersports Club as they can be seen heading in there on foot. Some are users of the Stone Inn (but that can only apply in opening hours). And there is a considerable group who come to use the somewhat misnamed beach and sometimes to walk along the seawall. Beach users can be spotted pretty easily by the mountain of stuff they unload from the cars. What they think when they get down to the beach and find an expanse of mud and shingle with a very narrow fringe of shingly sand above the high water mark I can only imagine! Let's be honest this isn't a beach destination in the normally accepted definition. We don't have the amenities that are thought to be normal these days.

Sorting the parking issue is not going to be simple. St. Lawrence simply doesn't have the space for more public parking. Both the Watersports Club and the Sailing Club are largely weekend venues and their car parks are frequently pretty full just with members at the time we get the largest number of casual visitors. And those visitors are reluctant to use the one public car park in the village as they have to walk to wherever.

On a very different note, some of you may have picked up about our secret garden. It's underwater, in the bay where an area of seagrass is being encouraged. It's not obviously pretty and getting to it at low water is a very muddy job. Seagrass is a natural carbon sink and the meadows can help with sea defences by trapping sediment and slowing down currents and waves as well as being a nursery for many baby fish. It is also increasingly rare. During the summer scientists, plus local volunteers, have been working to expand the area of seagrass in the bay. This is an important conservation project and we look forward to more information in coming months. There could well be other small areas of seagrass in the Blackwater but currently this small area is regarded as very special nationally.

Signed

M. Gibson – Chairman of SLPC

25th. October 2023

142/2023 Essex County Councillor Report – ECC Cllr Wendy Stamp

- 1) CIF Funding application – Update from the Clerk – No update yet

143/2023 District Councillor/s Report – Cllr Linda Haywood

No report was submitted to the Clerk

144/2023 Public Participation Session with Respect to items on the agenda

A total maximum time of 15 minutes is allowed for all public participation sessions

- **Dog fouling in the Childrens area and recreation ground**

Dog fouling on the Jubilee field is now problematic with the amount of mess being left laying about.

Diddydots has banned children from going onto the field.

Residents suggested that all dogs are kept on a short lead at all times. Also, having dogs off the lead is a possible danger to children. The gate to be locked at night. It is also a problem on the seawall and beach area. Also, dog litter bags are being left around the field and village. Contact MDC for their "Dog Warden" to patrol the area. More dog bin could be provided by the Council.

It was agreed that the pedestrian gate on to the field would be removed, and that notices would go up saying dogs should be kept on lead, and not allowed there at night?

It was also commented that removal of the gate would help disabled access.

if these rules aren't adhered to including picking up and disposing in the bins, or taken home, then we will have to ban dogs altogether!!

- **Parking problems in St. Lawrence**

The problem is not new. Apply to get double yellow lines reinstated. The village needs to make St.

Lawrence safer. Traffic calming issue needs to be installed. MDC TruCam dates are being arranged.

The Clerk to arrange having MP John Whittingdale, ECC Cllr W. Stamp, Cllr Shaw, Lee Williams, Nicola Syder to the November meeting to listen to and take away all the complaints and provide any possible solutions.

A resident raised the question of funding from the Parish Council for a firework event at the Watersports Club having been informed that the Parish Council had suggested this at a meeting earlier this year. It was pointed out that the suggestion came from the Residents Association and no funding has every agreed by the Council. It was further pointed out that during 2022 the Residents Association had undertaken a number of fundraising events in the village and the Council had been led to believe that there were funds there for events in the village

145/2023 Representative Reports

- a) **Greening of the village** – To receive a written report from Cllr C. Thorne

The fairly new plants that have been planted by the Car Park sign are surviving quite well, and we have weeded this area several times to try and keep it looking tidy. The weather is causing the normal problems for this time of year, but we are manging to keep the trees and plants alive and some seem to be enjoying the heat. The Dinghy planter has struggled with the dry weather of recent weeks, and we have reduced our watering this year to try and be more environmentally friendly, and the tomato plants have provided a few fruits.

We still need volunteers to assist us with all of the Greening Project as it is the same few people doing all of the work.

- b) **Asset Management report** – To receive a written update report from Cllr C. Thorne

This list will be updated on a monthly basis as to the current state of condition. This list will now require to be referred back to October 2022 for comparison. This is to reduce the amount of paperwork that is produced. This report can be found at <https://e-voice.org.uk/stlawrenceparishcouncil/reports/>

146/2023 Planning Application/s submitted plus any application/s after agenda published

No planning applications have been submitted affecting St. Lawrence

147/2023 Planning decision/s made by MDC affecting St. Lawrence

FUL/MAL/23/00081 - Pebbles 59 Mountview Crescent St Lawrence Essex

Demolition of existing dwelling and replacement with 2 storey dwelling with 3 bedrooms, associated external works (including an air source heat pump) and landscaping. **REFUSE**

148/2023 Planning Appeal/s made affecting St. Lawrence

No planning appeals have been submitted affecting St. Lawrence

Signed

M. Gibson – Chairman of SLPC

25th. October 2023

149/20232 Finance

a) To receive the Bank reconciliations as at 31st. August 2023

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

b) To receive the comparison of Actual to Budgeted for 2023/24

Councillors noted the comparison of Actual to Budgeted for 2023/24

c) To approve the payment of Accounts for August and September 2023 and to agree a transfer of funds to meet the Parish Council financial requirements. **All Agreed**

d) Update on adding Cllrs R. Millett and J. Pollock as signatories for Unity Trust Bank

Cllr R. Millett has contacted UTB for a new letter with logging in details

e) Councillors to note the External Auditors report for 2022/2023

Councillors noted the External Auditors report for 2022/2023

150/2023 Councillors to list any defective streetlights with location/s in the village

No defective light/s reported

151/2023 Items for Next Agenda

Items for the October agenda to be supplied to the Clerk by 11th. October 2023 at the latest.

152/2023 Next meeting will be held on 25th. October 2023 at 7pm in the village hall**155/2023 Councillors to note provisional meeting dates in 2024**

24.01.24: 28.02.24: 27.03.24: 24.04.24: 22.05.24: 26.06.24: 24.07.24: 25.09.24: 23.10.24: 27.11.24: 18.12.24

156/2023 Exclusions 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.

157/2023 Closure of the Meeting

To close the Meeting having considered and determined all items of business.

The Chairman then closed the meeting at 8.10pm and thanked everyone for attending.

SLPC Meeting 25 th October 2023

Greening the Village

We are now entering autumn and expect to be able to plant some spring bulbs to compliment those that are already planted by the Village Sign and also in Jubilee Field.

I have been in discussion with the Village WI regarding their proposed planting of a tree to commemorate the Kings Coronation, we have agreed on a Sorbus "Pink Pagoda" which should form a nice addition to the existing trees. This will be planted adjacent to the village hall fence, sited midway between the 2 existing commemorative trees. The WI have asked if we would give a financial donation towards the cost of the tree, so I have thought that we could take a small amount out of our greening budget, I assume everyone is in agreement with this proposal.

We do still need volunteers to assist us with all of the Greening Project as it is the same few people doing all of the work, we now have one new volunteer who is going to join us.

Chris Thorne

SLPC Meeting, 25 th, October, 2023

Asset Management:

Play equipment: The general state of condition is good, although the play bark is showing signs of settlement and will require topping up in the not too distant future.

1. **Toddler Multiplay equipment.** We now need to **build up the funds to allow** us to replace this item of equipment and the play Bark. **We have received an up to date Estimate from Playdale and we have applied for a CIF Grant / Fund application.** We have also asked Playdale if we could purchase the equipment on a supply only basis and use our own contractors for the installation. This they have agreed to and have provided us with a revised estimate. This may allow us to hopefully reduce the budget requirement for this large item of expenditure.
2. **Play Area Gate:** It has been reported by Rachel of Diddydots that several weeks ago that a child caught his finger in the gate. I have looked at the ROSPA recommendations for the play Gate and it is clear that we should make some alterations to it to conform to the safety requirement. We have now received an estimate for this Urgent item from A S Lipscombe.
3. **Jubilee Field:** My main concern on this is regarding the amount of Dog fouling that is being left behind. I have looked at the ROSPA recommendations on this matter and feel that this item needs swift action. Items for discussion are as follows.
 - (a) Field to be used in Daylight hours only
 - (b) All dogs to be kept on a short lead at all times
 - (c) All animals to be walked around the perimeter of the Field and not across the recreational areas.
 - (d) The removal of the smaller access gate to Jubilee field and the installation of a removable metal post to support the leading edge of the larger gate.

Basketball equipment: We now have 2 estimates for new equipment.

4. **Portacabin in Play area:** The Portacabin is now being used for storage by the new Village Youth Club, Which I feel is already showing the value of the cabins refurbishment. We are considering putting in an additional 2 paving slabs at the base of the steps and installing a solar powered PIR light to illuminate the steps at night. The estimate for the additional paving is £75.

Key Holders: Marian Gibson. Chris Thorne, Rosemary Millet, St Lawrence WI (Ann Johnson), Chelsea Crump,

5. **Car park:** is in a sound condition.
6. **Signage:** The new sign to Jubilee Field Car Park is still looking smart, and I would once again like to give our thanks to Mr Jez Mc Coy of Planet Graphics who carried out the Art work and installation of said art work totally free of charge.
7. **Hedges:** All hedges have now received there autumn cut.
8. **River Viewing Shelter:** This requires Re Decoration. We have been supplied with a professional Specification by Dulux Trade. ***We require the nomination of contractors to obtain prices, can we have some recommendations please.*** At present we only have one person who has looked at this with a view to giving a price, Messrs. A Lipscombe
9. **Dog Bins:** The new Dog Poo Bin has been erected by Councillor John Irish in Seaway. And I understand that it is also proving very popular.
10. **CCTV Equipment** Key Holders: CCTV Room- Marian Gibson, Christopher Thorne, and Rosemary Millet. John Irish
CCTV Cabinet- Marian Gibson. Rosemary Millet, Christopher Thorne, John Irish
11. **Table Tennis Table (external by Water sports Club):** This is in a sound condition. Several of the bricks to the steps from the road are loose and require repair, as does some cracking to the floor in this area. We have asked for quotations for this works. We have received 2 Estimates for this work from A Lipscombe, on 2 ways of

addressing the problem, but no other contractor has come forward! We have accepted the Estimate from A Lipscombe to Remove all of the brick nosing's and to re bed them in mortar on the existing concrete foundation, making them secure for future years.

12. **Goal Posts:** These are in a reasonable state of repair.
13. **Field gates main entrance to Jubilee Field:** We have increased the strength to some of the hinges by fitting through bolts instead of the coach screws that were fitted.
14. **Village Sign adjacent to Bradwell road:** Is in sound condition.
15. **SLPC display Notice board (opposite Stone Pub):** Is in sound condition, although the timber support post does rock slightly.
16. **SLPC display Notice board (by Dairy Stores):** Is in a sound condition.
17. **New equipment for older children:** Please see Estimate from Playdale, and Zip wire costing Via John Pollock.
18. **Disability Access:** This is an area that I feel we will have to have a closer look at in the near future, especially the entrance gate to Jubilee Field and Play area gate. This would be partly addressed if we remove the small entrance gate to Jubilee Field.
19. **Single bar play equipment:** Is in a sound condition
20. **Other items of note/concern: Rubbish Bins: Are these items now being emptied on a regular basis?**

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 a/c	£ 75,262.06	£ 73,137.02	£ 71,909.49	£ 69,637.82
Unity Trust Bank - EMR	£ 3,133.97	£ 3,133.97	£ 3,151.62	£ 3,151.62
Total:	£ 78,396.03	£ 76,270.99	£ 75,061.11	£ 72,789.44
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	£ -
Net Bank Balances	£ 78,396.03	£ 76,270.99	£ 75,061.11	£ 72,789.44
CASH BOOK				
Balance as at 01.04.23	£ 46,697.52	£ 46,697.52	£ 46,697.52	£ 46,697.52
Plus Receipts	£ 34,254.00	£ 34,254.00	£ 34,271.65	£ 34,321.65
Total	£ 80,951.52	£ 80,951.52	£ 80,969.17	£ 81,019.17
Less Payments	£ 2,555.49	£ 4,680.53	£ 5,908.06	£ 8,229.73
Grand Total	£ 78,396.03	£ 76,270.99	£ 75,061.11	£ 72,789.44
Difference	£ 0.00	£ 0.00	£ -	£ -
Bank Balance as at				
	31.08.23	30.09.23		
Unity Trust Bank - Current a/c	£ 69,601.94	£ 64,500.31		
Unity Trust Bank - EMR	£ 3,151.62	£ 3,173.03		
Total:	£ 72,753.56	£ 67,673.34		
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -		
Net Bank Balances	£ 72,753.56	£ 67,673.34		
CASH BOOK				
Balance as at 01.04.23	£ 46,697.52	£ 46,697.52		
Plus Receipts	£ 34,321.65	£ 34,343.06		
Total	£ 81,019.17	£ 81,040.58		
Less Payments	£ 8,265.61	£ 13,367.24		
Grand Total	£ 72,753.56	£ 67,673.34		
Difference	£ -	£ 0.00		
Bank Balance as at				
Unity Trust Bank - Current a/c				
Unity Trust Bank - EMR				
Total:				
Less Unpresented cheques				
Total of unpresented cheques				
Net Bank Balances				
CASH BOOK				
Balance as at 01.04.23				
Plus Receipts				
Total				
Less Payments				
Grand Total				
Difference				

ST. LAWRENCE PC BUDGET AGAINST ACTUALS REPORT 2023/2024

		2023/24 Budget	Total Income / Spend to Oct '23	Left in Budget as at Oct '23
Inc	Precept	33214	£ 33,214.00	
	Aylett Charity Trustees	50	£ 50.00	
	Other Income / VAT Refund	0	£ -	
	Bank Interest	10	£ 39.06	
	Mooring Fees	2580	£ 2,080.00	
	TOTAL	35854	£ 35,383.06	
Exp.				
	Salary	7016	£ 3,906.00	£ 3,110.00
	Office Allowance	180	£ 105.00	£ 75.00
	Payroll	120	£ 60.00	£ 60.00
	Office Expenses	125	£ 68.83	£ 56.17
	Audit Fees	475	£ 335.00	£ 140.00
	Meeting Cost	110	£ -	£ 110.00
	Travel	400	£ 108.00	£ 292.00
	TOTAL	8426	£ 4,582.83	£ 3,843.17
	Chairmans Allowance	300	£ -	£ 300.00
	E.ON Street Electricity	1200	£ 626.94	£ 573.06
	Lighting Maintenance (A&J)	1000	£ 638.30	£ 361.70
	Insurance	893	£ 966.31	-£ 73.31
	EALC/NALC/RCCE/Zoom Subscriptions	675	£ 603.59	£ 71.41
	Bank Charges	80	£ 36.00	£ 44.00
	Website	150	£ -	£ 150.00
	Cllr & Clerk Training	1000	£ -	£ 1,000.00
	Councillor Expenses	250	£ -	£ 250.00
	S137 Donations	1225	£ -	£ 1,225.00
	S137 Litter Picking & Equipment	900	£ 50.91	£ 849.09
	Recreation Ground / Equipment	6000	£ 10.57	£ 5,989.43
	Repairs - Maintenance to equipment and site	2000	£ 116.00	£ 1,884.00
	Repairs to Portacabin	1000	£ 2,869.00	-£ 1,869.00
	Greening of the Village	500	£ 34.00	£ 466.00
	Grass Cutting	5000	£ 2,620.24	£ 2,379.76
	CCTV - Service & Repairs	1000	£ -	£ 1,000.00
	Defibrillator	300	£ -	£ 300.00
	Play Equipment inspection	75	£ 65.10	£ 9.90
	MDC - Tru-Cam	800	£ -	£ 800.00
	Coronation Event	500	£ 35.00	£ 465.00
	Mooring Fees to Crown Estate	2580	£ 2,080.00	£ 500.00
	TOTAL	27428	£ 10,751.96	£ 16,676.04
	GRAND TOTAL	35854	£ 15,334.79	£ 20,519.21
	Plus VAT	£ 805.10		
	Total Expenditure	£ 16,139.89		

SLPC FINANCE OCTOBER 2023 PAYMENTS						
Income: St. Lawrence Fairways £1040.00p						
Chq No.	Invoice No.	Payee	Cost	VAT	Total	SLPC Ref. No.
FEE		Unity Trust Bank - Service charge	£ 18.00	£ -	£ 18.00	46
DD	37612	A&J Lighting - Monthly maintenance	£ 29.90	£ 5.98	£ 35.88	47
BACS	Oct '23	Kevin B. Money Clerk Salary	£ 461.40	£ -	£ 461.40	48
BACS	Oct '23	HMRC - Tax on Clerk salary	£ 111.60	£ -	£ 111.60	49
BACS	5978	MSJ Garwood - Grass cutting	£ 608.19	£ 121.64	£ 729.83	50
BACS		Npower - Street Lighting	£ 234.35	£ 11.72	£ 246.07	51
BACS	30891813	Crown Estate - Mooring fees	£ 1,040.00	£ -	£ 1,040.00	52
BACS		Kevin B. Money - Microsoft365	£ 49.99	£ 10.00	£ 59.99	53
BACS		Kevin B. Money - Office expenses	£ 8.14	£ 1.62	£ 9.76	54
BACS	17888944	MDC - Play inspection cost	£ 65.10	£ 13.02	£ 78.12	55
		TOTAL:	£ 2,626.67	£ 163.97	£ 2,790.64	