

Dear Councillor

Your attendance is required at the forthcoming meeting of St. Lawrence Parish Council to be held at the Village Hall on **WEDNESDAY 27th. SEPTEMBER 2023 at 7pm** in the village hall for the purpose of transacting the business ONLY shown on the agenda

KBMoney - Kevin B. Money Clerk/RFO to the Council – 21st. September 2023

Tel: 07810781509: email sparishclerk@gmail.com

FULL COUNCIL MEETING AGENDA

- 137/2023 Chair's welcome**
- 138/2023 Apologies for Absence**
- 139/2023 Declaration of Interest**
To declare any Pecuniary, Registerable or non-Registerable Interest relating to items on the agenda
- 140/2023 Minutes**
To confirm and sign the Minutes of the Parish Council meetings held on 26th. July 2023
To confirm and sign the Minutes of the Parish Council Planning meeting on 7th. September 2023
- 141/2023 Chair's report and any update since last meeting**
- 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**
- 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
 - Parking problems in St. Lawrence
- 145/2023 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
- 146/2023 Planning Application/s submitted plus any application/s after agenda published**
- 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**

St. Lawrence Parish Council Full Council Meeting Agenda 27th. September 2023

PARISH COUNCIL NEW WEBSITE ADDRESS IS

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

149/20232 Finance

- a. To receive the Bank reconciliations as at 31st. August 2023
- b. To receive 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
- d. Update on adding Cllrs R. Millett and J. Pollock as signatories for Unity Trust Bank
- e. Councillors to note the External Auditors report for 2022/2023

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

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

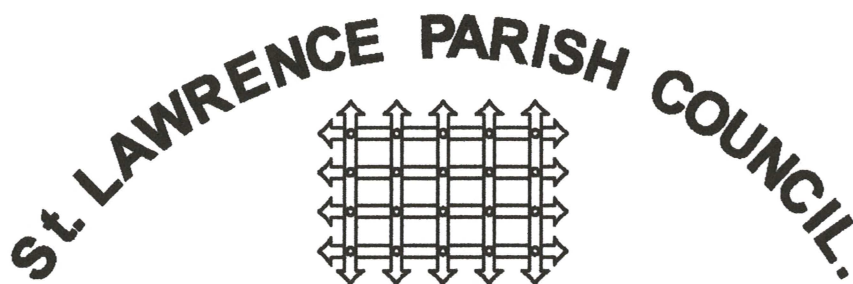
24.01.24: 28.02.24: 27.03.24: 24.04.24: 22.05.24: 26.06.24: 24.07.24: 25.09.24: 23.10.24: 27.11.24:
18.12.24

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.



Minutes of the Parish Council meeting held on Wednesday 26th. July 2023 at 7pm in the Village Hall.

Present: Cllrs M. Gibson (Chairman), Cllr C. Thorne, C. Crump, A. Gardner, G. Minish, J. Pollock and Kevin B. Money (Clerk to Parish Council). There were 4 members of the public present.

117/2023 Chairman's welcome. The Chair welcomed everyone to the meeting

118/2023 Apologies for Absence were received from ECC Cllr W. Stamp and Cllr R. Millett

119/2023 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 132/2023 (c)

120/2023 Minutes

To confirm and sign the Minutes of the Parish Council meetings held on 21st. June 2023. **All Agreed**

121/2023 Chairman's report and any update since last meeting. It read:

The Council is waiting for responses from a number of organisations regarding issues raised with them. I am chasing the Environment Agency to try to discover when repairs to the seawall will be done.

We have not had any response to complaints about watercraft speeding in inshore area.

In the last month signage has appeared for the England Coast Path (I assume by Essex County Council). The signs at the junction of Seaway and Main Road make it clear that this is a footpath. It is therefore unfortunate that the sign at the end of Main Road does not. This is being exacerbated by a number of barriers across the seawall being removed. These barriers protected walkers by reducing the chances of wheeled traffic using the wall but at least two sets have been totally removed. The net result of this is, of course, that a wide variety of wheeled (and powered) vehicles are making the sea wall a playground. Another two pairs of barriers (on either side of working ramps) have been reduced to single barriers. This makes these areas far more dangerous for both walkers and the legitimate users of the ramps. The seawall top, which is the footpath, has been left in a poor condition. If we are honest much of the coastal footpath through St Lawrence is not fit for purpose. The surface is badly worn, rutted and overgrown. This is meant to be the responsibility of the County Council but there does not appear to have been much effort within St Lawrence to ensure that our footpaths are safe to use. The issue has been highlighted.

We're delighted to see the new youth club is proving so popular with a wide range of different activities being offered each week.

122/2023 Essex County Councillor Report – ECC Cllr Wendy Stamp

1) ECC Locality Fund 2023/2024 – Any projects that fits this funding criteria
Councillors to inform the Clerk of any projects that fits this criteria

2) CIF Funding application – Update from the Clerk

The Clerk informed the meeting that the CIF Funding application is in the final stages of being completed. Once completed it will be forwarded to ECC for consideration.

123/2023 District Councillor/s Report – Cllr Linda Haywood

No report was given

124/2023 TruCam - Essex Police have approved the site request SLPC put in for Anchorage View.

125/2023 Public Participation Session with Respect to items on the agenda

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

Benches in the recreation ground have been damaged. Can more benches be purchased? Councillors agreed to having a working party to decide style, design and siting of the benches.

Signed

M. Gibson – Chairman of SLPC

27th. September 2023

126/2023 Recreation Ground equipment**a) ROSPA Play inspection report**

Councillors noted the ROSPA inspection report and will rectify any issues raised.

127/2023 Representative Reports**a) Greening of the village** – To receive a written report from Cllr C. Thorne. It read:

The weather is causing the normal problems for this time of year, but we are managing to keep the trees and plants alive and some seem to be enjoying the heat. The new plants by the car park sign are struggling a bit but it's not very surprising given the soil conditions.

We still need volunteers to assist us with all of the Greening Project.

b) Asset Management report – To receive a written update report from Cllr C. Thorne. It read:

Play equipment: 26-07-23: 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. We have now received the ROSPA survey of the play and field equipment, which has NOT highlighted RED for any items, but does give some areas of yellow for future improvement/renewal or repair, especially to the Toddler Multiplay item, of which we are already aware. The item on Arris fencing has already been attended to.

Toddler Multiplay equipment. 26/10/22: Please see attached documents. **26-07-23:** We now need to **build up the funds to allow** us to replace this item of equipment and the play Bark. Are there any grants available for this? **This is now a priority. We have received an up-to-date Estimate from Playdale which we expect to develop into a Grant / Fund application.** We are also now in discussion with another local supplier for a price on this item of equipment. **PLAY AREA:** There are several sections of Arris temporary fencing that are stored adjacent to the Portacabin; we have now changed direction on this as it was thought that the fencing is a useful asset and it can be stored adjacent to the village hall which would meet the safety requirement.

Play Area Gate:26-07-23: Is binding in its frame at times due to exceptionally wet weather. It is showing signs of wear and will require replacement in the near future. We are currently seeking a price on this.

Jubilee Field: 26-07-23: The main entrance gate to the field has been damaged by the high winds and that the bolt retaining hole in the ground gets full of stones which inhibit its locking operation. Can I suggest that we fit an easy clean bolt socket that would hopefully solve the problem as long as the **people that open the large gate ensure the bolt socket is kept clear of stones?** 26-07-23: I am still trying to source this bolt socket. The rubbish that was left in the black bin has been dealt with by Councillor George Minish, not the best type of job for his first week, Thank you George. **Basketball**

equipment: 23-01-23: We now have 2 estimates for new equipment. **26-07-23:** As before **Portacabin in Play area:** It is in a poor state of repair in some aspects. 22-02-23: We have instructed Messrs. A Lipscombe to proceed with these works, as soon as is practicable. **26-07-23:** These works have now commenced and are well under way. A new dead lock has been fitted to the external door and the door metal facing has been reinforced with some through bolts. Also, there is a large metal sign that was given by the water company some years ago, but has not been fitted, would it possible to mount this on the side of the cabin maybe across the window that is temporarily covered internally and looks very untidy. This has now been fitted. 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.

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

Car park: 21-06-23: is in a sound condition.

Signage: 21-06-23: 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.

Hedges: The hedge surrounding the inner face of the Play area is getting quite leggy, especially by the entrance gate, I would strongly recommend that this is cut back ASAP. John Pollock has cut back the hedging by the dog bins, thank you John. The hedging has now been cut back inside the play area and also to the hedge abutting the Watersports Club (Main Road Elevation). The hedge on the car park/play area facing Main Road are also impeding pedestrian traffic on the footpath and site line and require cutting back for safety reasons. **Is this in agreement with all Councillors?**

River Viewing Shelter: 26/10/22: 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,** and perhaps put out on our Facebook page that contractors are required to price this item. 14-12-2022: We have received some feedback from our Facebook page, but to date NO enquires from Decorating contractors. These contractors are required as a matter of some urgency so that we can form our budget costings. **26-07-23:** We now have a

Signed

M. Gibson – Chairman of SLPC

27th. September 2023

contractor, Messrs, A Lipscombe who will provide a costing on this item.

Dog Bins: 26/10/22: It was suggested at the last meeting to move the lower Dog bin in the jubilee field and place it nearer to the main gate, is this agreeable? If so, we will obtain a costing. **26-07-23:** The new Dog Poo Bin has been erected by Councillor John Irish in Seaway. And I understand that it is also proving very popular.

CCTV Equipment: H & D security have been called in to adjust the angle of the camera and to look at the reason for fogging of the image on screen. The seal to the camera is apparently failing and will require replacement; a Costing for this will follow in due course. 22-02-23: Although the mast that supports the camera and light may not meet safe access requirements by ladder. It does appear to be structurally sound. Therefore, I suggest that we need to look at other means of accessing the camera and light, maybe H & D and A & J Lighting utilising joint access platforms/maintenance times. **26-07-23:** As before Key Holders: CCTV Room- Marian Gibson, Christopher Thorne, and Rosemary Millet.

CCTV Cabinet- Marian Gibson. Rosemary Millet, Christopher Thorne

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. **26-07-23:** 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.

Goal Posts: These are in a reasonable state of repair.

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.

Village Sign adjacent to Bradwell road: Is in sound condition.

SLPC display Notice board (opposite Stone Pub): Is in sound condition

SLPC display Notice board (by Dairy Stores): Is in a sound condition.

New equipment for older children: Please see Estimate from Playdale, and Zip wire costing Via John Pollock. **26-07-23:** As Before

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. 26/10/22: Play area gate has been attended too. **26-07-23:** As before

Single bar play equipment: We have accepted an estimate from Richard Garwood & Sons to have the hollow in the ground levelled and seeded. And they are supplying a section of rubber stabilizing matt Free of Charge. This will make a **saving** of approximately £200.00. This work has now been carried out.

Other items of note/concern: Rubbish Bins: It would appear that we have a temporary problem on changing the rubbish bags to the bins in the play area /car park.

128/2023 Planning Application/s

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

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

RESOLVED: Support this planning application

129/2023 Planning Enforcement issues – Main Road / Beachy Drive and Moorhen Avenue

Councillors noted the planning enforcement issues in St. Lawrence

The Clerk to contact MDC Enforcement Officer – Ask Marian for a report

130/2023 Planning decision/s made by MDC affecting St. Lawrence

Councillors noted the Planning decisions made by MDC affecting St. Lawrence

HOUSE/MAL/23/00402 - Colonsay Seaview Parade St Lawrence Southminster

Single storey front extension and fenestration alterations. **APPROVE** subject to conditions

FUL/MAL/23/00164 - The Old Rectory Bradwell Road St Lawrence Southminster

Replacement 2 storey side extension. Demolition of existing single storey two bay garage and construction of two storey outbuilding comprising of an annexe, 3 bay garage and office/storage area within the roof space. **APPROVE** subject conditions

FUL/MAL/22/01228 - 514 Moorhen Avenue St Lawrence Essex CM0 7LU

Replacement dwelling with associated amenity and parking. **APPROVE** subject to conditions

131/2023 Planning Appeal/s made affecting St. Lawrence. No appeals have been submitted

Signed

M. Gibson – Chairman of SLPC

27th. September 2023

132/2023 Finance

- a. To receive the Bank reconciliations as at 30th. June 2023
Councillors noted the Bank reconciliations as at 30th. June 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 July and August 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 J. Pollock confirmed that he has registered with UTB.

133/2023 Councillors to list any defective streetlights with location/s in the village
Opp 93 Main Road

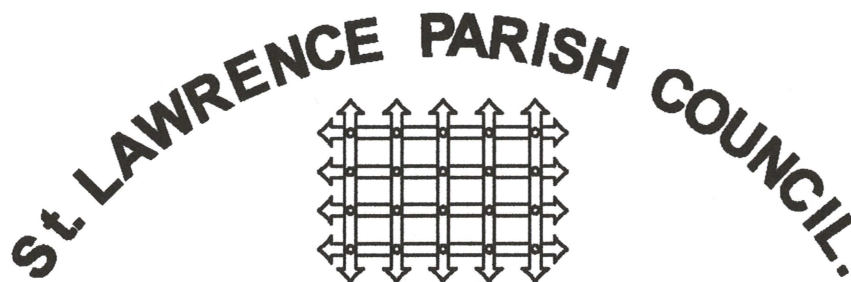
134/2023 Items for Next Agenda

135/2023 Next meeting will be held on 27th. September 2023 at 7pm in the village hall

136/2023 Closure of the Meeting

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

The Chairman then closed the meeting at 8pm and thanked everyone for attending.



Minutes of the Planning meeting held on Thursday 7th. September 2023 at 7pm via Zoom

Present: Cllrs M. Gibson (Chairman), C. Thorne (Vice-Chairman), R. Millett and Kevin B. Money (Clerk to Parish Council). There were 0 members of the public present.

P017/2023 Chairman welcome. The Chair welcomed everyone to the meeting

P018/2023 Apologies for Absence were received from Cllr A. Gardner

P019/2023 Declaration of Interest

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

P020/2023 Planning Application/s

23/00565/LDP - 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

RESOLVED: REFUSE this planning application

- Overdevelopment. The proposal would completely fill the site width-wise with no access to the rear garden. The proposed extension would double the living space.
- Policy D1 – Design Quality. The proposal is for extensions which would have different rooflines to the existing building. Overall it is badly designed, with extensions and reimagining of existing building giving a disjointed appearance.
- Policy D5 – Flood risk: the property is within the flood risk area. No mitigation is shown in the application
- Eastern extension is shown as being within 0.5 metres of the boundary with the neighbouring property
- Removing garage turning a 2 bedroom property into a 4 bedroom property. This removes one parking space from the property but also means that the minimum number of car parking spaces is 3.
- The application does not allow for any increase in the number of spaces. The only parking in front of the property with no turning space. The “roadway” is narrow, single track unadopted and unmade and serves a number of properties further along.
- The application gives no indication of the impact on surrounding properties. A full planning application would hopefully show this.

If the application were to be approved, strict conditions need to be imposed as the only access to the site is a narrow-unmade road serving other properties. The only parking is on the frontage of the property itself – no vehicles connected with the development can be permitted to park on Riverton Drive and access must be maintained at all times for deliveries, refuse and residents. Hours of work also need to be restricted as this is a residential area.

TOWN AND COUNTRY PLANNING ACT 1990 (as amended)

ESS/73/23/MAL - Bradwell Power Station, Downhall Beach, Bradwell-on-sea, Essex, CM0 7HP

Continued importation of packaged Intermediate Level Waste (ILW) without compliance with condition 04 (Waste Acceptance) of planning permission ESS/86/20/MAL that was for the continued importation of packaged Intermediate Level Waste (ILW) from Magnox sites Sizewell "A" and Dungeness "A" to Bradwell Power Station and the interim storage within the existing Interim Storage Facility (ISF)

RESOLVED: No objection to this application

Signed

M. Gibson

27th. September 2023

P021/2023 Decisions made by MDC affecting St. Lawrence

No planning decision/s have been made affecting St. Lawrence

P022/2023 Appeals made affecting St. Lawrence

No planning appeals have been made affecting St. Lawrence

P023/2023 Date of next Planning Committee meeting TBA

P024/2023 Closure of the Meeting

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

There being no further business the Chairman closed the meeting at 7.15pm and thanked everyone for attending.

Signed

M. Gibson

27th. September 2023

SLPC Meeting 27 th September 2023

Greening the Village

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.

Chris Thorne

SLPC Meeting, 27 th, September, 2023

Asset Management:

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.

1. **Play equipment:** 27-09-23: 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.
2. **Toddler Multiplay equipment.** 27-09-23 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.**
3. **Play Area Gate:27-09-23:** This suffered some considerable damage about a month ago, but with the help of Ian Crump from JWA construction this was rectified free of charge. 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. I am in the process of obtaining some urgent costings on this.
4. **Jubilee Field: 26-07-23:** 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. **Basketball equipment:** 27-09-23: We now have 2 estimates for new equipment.
5. **Portacabin in Play area:** The Water company sign has been fixed to the side of the cabin and fits in well with the environment and recycling message. 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.

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

6. **Car park:** 27-09-23: is in a sound condition.
7. **Signage:** 27-09-23: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.
8. **Hedges:** All hedges have now received there autumn cut.
9. **River Viewing Shelter:** 27/09/23: 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
10. **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.

11. **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
12. **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.
13. **Goal Posts**: These are in a reasonable state of repair.
14. **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.
15. **Village Sign adjacent to Bradwell road**: Is in sound condition.
16. **SLPC display Notice board (opposite Stone Pub)**: Is in sound condition, although the timber support post does rock slightly.
17. **SLPC display Notice board (by Dairy Stores)**: Is in a sound condition.
18. **New equipment for older children**: Please see Estimate from Playdale, and Zip wire costing Via John Pollock.
19. **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.

20. **Single bar play equipment**: Is in a sound condition
21. **Other items of note/concern: Rubbish Bins**: It would appear that we have a temporary problem on changing the rubbish bags to the bins in the play area /car park. Has this item been rectified?

Christopher Thorne

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				
Unity Trust Bank - Current a/c	£ 69,601.94			
Unity Trust Bank - EMR	£ 3,151.62			
Total:	£ 72,753.56			
Less Unpresented cheques				
Total of unpresented cheques	£ -			
Net Bank Balances	£ 72,753.56			
CASH BOOK				
Balance as at 01.04.23	£ 46,697.52			
Plus Receipts	£ 34,321.65			
Total	£ 81,019.17			
Less Payments	£ 8,265.61			
Grand Total	£ 72,753.56			
Difference	£ -			
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 Sept '23	Left in Budget as at Sept '23
Inc	Precept	33214	£ 33,214.00	
	Aylett Charity Trustees	50	£ 50.00	
	Other Income / VAT Refund	0	£ -	
	Bank Interest	10	£ 17.65	
	Mooring Fees	2580	£ 1,040.00	
	TOTAL	35854	£ 34,321.65	
Exp.				
	Salary	7016	£ 3,348.00	£ 3,668.00
	Office Allowance	180	£ 90.00	£ 90.00
	Payroll	120	£ 60.00	£ 60.00
	Office Expenses	125	£ 60.69	£ 64.31
	Audit Fees	475	£ 335.00	£ 140.00
	Meeting Cost	110	£ -	£ 110.00
	Travel	400	£ 108.00	£ 292.00
	TOTAL	8426	£ 4,001.69	£ 4,424.31
	Chairmans Allowance	300	£ -	£ 300.00
	E.ON Street Electricity	1200	£ 392.59	£ 807.41
	Lighting Maintenance (A&J)	1000	£ 608.40	£ 391.60
	Insurance	893	£ 966.31	£ 73.31
	EALC/NALC/RCCE/Zoom Subscriptions	675	£ 553.60	£ 121.40
	Bank Charges	80	£ 18.00	£ 62.00
	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	£ 2,012.05	£ 2,987.95
	CCTV - Service & Repairs	1000	£ -	£ 1,000.00
	Defibrillator	300	£ -	£ 300.00
	Play Equipment inspection	75	£ -	£ 75.00
	MDC - Tru-Cam	800	£ -	£ 800.00
	Coronation Event	500	£ 35.00	£ 465.00
	Mooring Fees to Crown Estate	2580	£ 1,040.00	£ 1,540.00
	TOTAL	27428	£ 8,706.43	£ 18,721.57
	GRAND TOTAL	35854	£ 12,708.12	£ 23,145.88
	Plus VAT	£ 641.12		
	Total Expenditure	£ 13,349.24		

SLPC FINANCE AUGUST & SEPTEMBER 2023 PAYMENTS

Income:

Chq No.	Invoice No.	Payee	Cost	VAT	Total	SLPC Ref. No.
DD	37455	A&J Lighting - Monthly maintenance	£ 29.90	£ 5.98	£ 35.88	32
BACS	Aug '23	Kevin B. Money Clerk Salary	£ 461.40	£ -	£ 461.40	33
BACS	Aug '23	HMRC - Tax on Clerk salary	£ 111.60	£ -	£ 111.60	34
BACS	Sept '23	Kevin B. Money Clerk Salary	£ 461.40	£ -	£ 461.40	35
BACS	Sept '23	HMRC - Tax on Clerk salary	£ 111.60	£ -	£ 111.60	36
BACS	2288237	MDC - 1st year emptying dog bin	£ 50.91	£ 10.18	£ 61.09	37
BACS	5942	MSJ Garwood - Grass cutting	£ 382.21	£ 76.44	£ 458.65	38
BACS	230094	PKF Littlejohn - Ext Audit 2022/23	£ 210.00	£ 42.00	£ 252.00	39
BACS	576	AS Lipscombe - Portacabin	£ 2,000.00	£ -	£ 2,000.00	40
BACS		C. Thorne - New signs for field	£ 10.57	£ 2.11	£ 12.68	41
DD	37523	A&J Lighting - Call out charge	£ 429.00	£ 85.80	£ 514.80	42
DD	37537	A&J Lighting - Monthly maintenance	£ 29.90	£ 5.98	£ 35.88	43
BACS	5961	MSJ Garwood - Grass cutting	£ 382.21	£ 76.44	£ 458.65	44
BACS		Zoom Licence 2023/2024	£ 119.90	£ 23.98	£ 143.88	45
		TOTAL:	£ 4,790.60	£ 328.92	£ 5,119.52	

Section 3 - External Auditor's Report and Certificate 2022/23

In respect of

St Lawrence Parish Council – EX0224

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2023; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor's limited assurance opinion 2022/23

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

3 External auditor certificate 2022/23

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2023.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

PKF Littlejohn LLP

Date

25/07/2023