

Dear Councillor

Your attendance is required at the forthcoming meeting of St. Lawrence Parish Council to be held at the Village Hall on **WEDNESDAY 26th. JULY 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 – 20th. July 2023

Tel: 07810781509: email slparishclerk@gmail.com

FULL COUNCIL MEETING AGENDA

- 117/2023 Chairman's welcome**
- 118/2023 Apologies for Absence** Cllr R. Millett
- 119/2023 Declaration of Interest**
To declare any Pecuniary, Registerable or non-Registerable Interest relating to items on the agenda
- 120/2023 Minutes**
To confirm and sign the Minutes of the Parish Council meetings held on 21st. June 2023
- 121/2023 Chairman's report and any update since last meeting**
- 122/2023 Essex County Councillor Report – ECC Cllr Wendy Stamp**
1) ECC Locality Fund 2023/2024 – Any projects that fits this funding criteria
2) CIF Funding application – Update from the Clerk
- 123/2023 District Councillor/s Report – Cllr Linda Haywood**
- 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
- 126/2023 Recreation Ground equipment**
a) **ROSPA Play inspection report**
- 127/2023 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
- 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.
Documents can be found at
<https://cdp.maldon.gov.uk/planning/planning-documents?SDescription=23/00081/FUL>
- 129/2023 Planning Enforcement issues** – Main Road / Beachy Drive and Moorhen Avenue

St. Lawrence Parish Council Full Council Meeting Agenda 26th. July 2023

PARISH COUNCIL NEW WEBSITE ADDRESS IS

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

130/2023 Planning decision/s 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

131/2023 Planning Appeal/s made affecting St. Lawrence

132/20232 Finance

- a. To receive the Bank reconciliations as at 30th. June 2023
- b. To receive 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
- d. Update on adding Cllrs R. Millett and J. Pollock as signatories for Unity Trust Bank

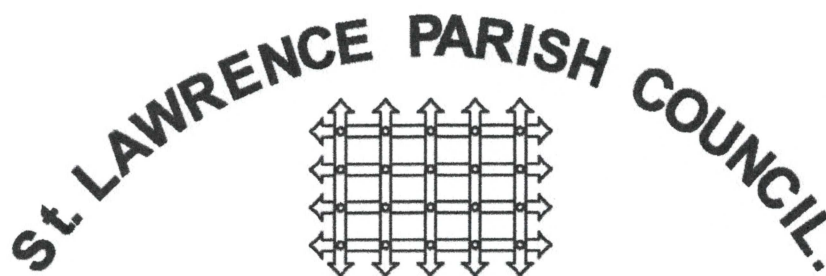
133/2023 Councillors to list any defective streetlights with location/s in the village

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.



Minutes of the Parish Council meeting held on Wednesday 21st. June 2023 at 7pm in the Village Hall.

Present: Cllrs M. Gibson (Chairman), Cllr C. Thorne, A. Gardner, J. Pollock and Kevin B. Money (Clerk to Parish Council). There were no members of the public present.

098/2023 Chairman's welcome. The Chairman welcomed everyone to the meeting

099/2023 Apologies for Absence were received from ECC Cllr W. Stamp and Cllr R. Millett

100/2023 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 112/2023 (c)

101/2023 Minutes

To confirm and sign the Minutes of the Parish Council meetings held on 17th. May 2023. **All Agreed**

102/2023 Co-option onto SLPC Council

The Candidates having completed a short application form and confirmed their eligibility for the position of Councillor within the statutory rules (Local Government Act 1972 section 79). Forms have been returned to the Parish Clerk by the prescribed deadline 31st. May 2023.

Cllr M. Gibson proposed Chelsea Crump and George Minish to become a Parish Councillors for St. Lawrence Parish Council. Cllr C. Thorne seconded. **All Agreed**

Chelsea Crump and George Minish then signed their Declaration of Acceptance of Office and E Consent form. The Clerk informed them to complete their Register of Interest Form online at <https://www.maldon.gov.uk/registerofinterests>.

Cllr C. Crump and Cllr G. Minish then took their seats as Parish Councillors

103/2023 Chairman's report and any update since last meeting

Firstly, may I welcome our new Councillors, Chelsea Crump and George Minish. We feel that they both have a lot to offer the Council. Chelsea is starting a Youth Club on 30 June and George will be a very valuable addition to the asset management team.

We have a number of issues that have come up in the last week or so which have been reported but where we wait to see what action is taken.

There have been issues with vessels speeding in the 8 knot area roughly between the Watersports Club and the western (private) ramp. The 8 knot limit is there for safety reasons. This area has been used as a bathing beach for very many years and vessels travelling through at speed have no chance of seeing swimmers in the water. The wake created can also capsize kayaks and paddleboards. This has been reported to the River Bailiff in whose jurisdiction this is. We do not know whether the offending vessels are local or not but are aware of visiting craft from both ends of the river.

The state of the top of the sea wall between the village and Marconi Sailing Club has been raised with Essex County Council. This is a public right of way (footpath only) but has got so badly overgrown that it is practically impassible. The surface itself leaves much to be desired. It is worth noting that none of the public rights of way in the parish are shown as having any regular maintenance done by ECC.

The very strange growing season we have seen this spring has resulted in the hedges (and weeds we have not seen before) taking over the pavements. The pavement at the northern end of Main Road is almost impassible. This has been reported to Essex County Council as a Highways issue. Last year ECC did trim the roadside the hedges back when they got badly overgrown and long before the moratorium on hedge cutting expired. Until that point in time hedges can only be trimmed for safety reasons. It will be interesting to see if there is any response or whether we call on our contractors to ensure safety. The rain on Tuesday will have exacerbated the situation.

The Coronation event held on the Jubilee Field and in the hall raised £507.71p and the proceeds will be spent on facilities for the benefit of the community.

Signed

M. Gibson – Chairman of SLPC

26th. July 2023

104/2023 Essex County Councillor Report – ECC Cllr Wendy Stamp

Reports from ECC Cllr W. Stamp had been received throughout the month which have been forwarded onto Councillors

1) ECC Locality Fund 2023-2024. The Clerk informed the meeting that this fund is now open to accept applications. Any project/s and costings please let the Clerk know ASAP
Cllr C. Thorne proposed applying for funding for the new Replacement Toddler Play Unit

105/2023 District Councillor/s Report – Cllr Linda Haywood

No report was given

106/2023 Public Participation Session with Respect to items on the agenda

A total maximum time of 20 minutes is allowed for all public participation sessions

a) St. Lawrence Residents Association report from the Chairman of the RA

No report was given

b) Costing and a detailed Risk Assessment for Firework event

No report was given

c) Report on events being organised in the future by the Residents Association

No report was given

Councillors agreed to delete these items from future agendas

Following item 106/2023 there is no more public participation in the Council meeting

107/2023 Recreation Ground equipment – Councillors to receive and discuss quotations for the Table Tennis Table and surrounding area repairs

Councillors discussed the quotation of £650.00p to clean underneath the table tennis table, use levelling compound to fill in the cracks, remove all pavers from front of steps, clean out areas, re-bed pavers.

Supply and Fix. Cllr C. Thorne proposed accepting the quotation. Cllr J. Pollock seconded. **All Agreed**

108/2023 Representative Reports**a) Greening of the village – To receive a written report from Cllr C. Thorne**

An extremely dry May into June has put our plants and trees under some stress but they seem to be coping fairly well, but it has meant that the weeds have grown at an even faster rate, we have de weeded the area fronting the car park sign and have put in some donated plants and a couple of purchased ones.

The dinghy has had some compost set in with some donated plants including tomatoes that worked quite well last year.

The donated plants were from Carole & Jim Taylor, and a friend of mine from Braintree. The purchased items were from a local company, Steeple Garden Market who are extremely helpful.

Following on to a recent landing of the air ambulance in Jubilee field and having a close look at the Photos sent to me and a subsequent conversation with someone who works in that field of operation I think it would be prudent to re site the sapling that was planted in the middle of the field, so as not to hinder a future emergency landing site.

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

Play equipment: 17-05-23: 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

Toddler Multiplay equipment. 26/10/22: Please see attached documents. **21-06-23:** 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 becoming a priority due to the time span and upcoming inspection. We have received an up to date Estimate from Playdale which we expect to develop in to a Grant / Fund application. PLAY AREA:** There are several sections of Arris temporary fencing that are stored adjacent to the Portacabin, these are large items of fence that always present a safety issue as far as falling/toppling onto people is a possibility. It is recommended that these are sold off and cleared from site, to make the area safe and clear. **17-05-23:** This was agreed at the last meeting. **21-06-23:** 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:21-06-23: Is binding in its frame at times due to exceptionally wet weather.

Jubilee Field: 21-06-23: 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

Signed

26th. July 2023

M. Gibson – Chairman of SLPC

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?** 21-06-23: I am still trying to source this bolt socket. Following on to the successful Coronation celebrations it was somewhat disappointing to see some of the mess that was left on the Field. This was one of the straw bales that came undone and was left on the grass, and started to KILL of some of the area, assisted by my wife and a friend we managed to rake up over 6 bags of straw that hopefully has alleviated the need for re seeding. Also a black bin is still left full of rubbish which requires emptying and then bagging up to allow its removal by the waste company. We need to have some provision for future events held on the field to help assist if this happens again, maybe in the form of a returnable deposit scheme.

Basketball equipment: 23-01-23: We now have 2 estimates for new equipment. 21-06-23: 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. 21-06-23: 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. Key Holders: Marian Gibson. Chris Thorne, Rosemary Millet

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.

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. 21-06-23: **As before. Is it possible to post this on Facebook again?**

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. 21-06-23: We are waiting on further clarification on this item from local residents in that road. We expect to carry out this work ASAP.

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. 21-06-23: 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. 21-06-23: 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!

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

Field gates main entrance to Jubilee Field: As before

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. 21-06-23: 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. 21-06-23: 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.

Signed

26th. July 2023

M. Gibson – Chairman of SLPC

Cllr C. Thorne circulated a quotation from Playdale Playgrounds Ltd of £13,912.40p +VAT
Councillors discussed this quotation and Cllr C. Thorne proposed accepting this quotation. Cllr M. Gibson seconded. **All Agreed**

109/2023 Planning Application/s

23/00536/HOUSE - Menagerie Manor 19 Sunny Way St Lawrence Southminster

S73A application for a pergola style carport

(A S73A application is a retrospective planning application to be made in respect of works already been carried out without permission and without complying with some planning conditions)

RESOLVED: Recommend Refuse this application on the following reasons

Carport was not built when house was bought: Trees have been removed so the carport can be erected: Car port on the boundary edge

PDE/MAL/23/00583 - Highview House Sea View Promenade St Lawrence Southminster

Single storey rear extension which would extend beyond the rear wall of the original house by 5.5m, maximum height of 3m and the maximum height to the eaves of 2.80m

RESOLVED: Support this application

110/2023 Planning decision/s made by MDC affecting St. Lawrence

Councillors noted the Planning decision/s made by MDC affecting St. Lawrence

WTPO/MAL/23/00333 - Willow House High View St Lawrence Southminster

TPO 6/90 - T10 Willow - Re-pollard to previous pollard points and maintain regrowth at 2.5m high for the next 5 years. **APPROVE** subject to conditions

HOUSE/MAL/23/00383 - Colonsay Seaview Parade St Lawrence Southminster

Replacement of uPVC windows to back dormer with Juliet balconies. **APPROVE** subject to conditions

111/2023 Planning Appeal/s made affecting St. Lawrence

Councillors noted the Planning Appeal/s made affecting St. Lawrence

21/01223/FUL (Appeal Ref: APP/X1545/W/22/3303331)

Proposal: Demolition of existing chalet and garage and the erection of 3 detached dwellings, detached garages with associated parking and landscaping.

Address: The Gnomes, 91 Main Road, St Lawrence

Area: SE: **Decision Level:** Delegated: **APPEAL ALLOWED – 24 May 2023**

22/00525/FUL (Appeal Ref: APP/X1545/W/22/3312641)

Proposal: Demolition of existing chalet and garage and the erection of 3 detached dwellings, detached garages with associated parking and landscaping.

Address: The Gnomes, 91 Main Road, St Lawrence

Area: SE: **Decision Level:** Delegated: **APPEAL DISMISSED – 24 May 2023**

112/20232 Finance

- a. To receive the Bank reconciliations as at 31st. May 2023

Councillors noted the Bank reconciliations as at 31st. May 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 June 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

The RFO informed the meeting that, subject to Cllrs R. Millett and J. Pollock registering with UTB then they will be added to the signatory list of Councillors for SLPC

113/2023 Councillors to list any defective streetlights with location/s in the village

114/2023 Items for Next Agenda

TruCam update

115/2023 Next meeting will be held on 26th. July 2023 at 7pm in the village hall

116/2023 Closure of the Meeting

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

The Chairman then closed the meeting at 8.20pm and thanked everyone for attending.

Signed

M. Gibson – Chairman of SLPC

26th. July 2023

BANK RECONCILIATION - Financial year ending 31.03.24				
Bank Balance as at		30.04.23	31.05.23	30.06.23
Unity Trust Bank - Current a/c	£	75,262.06	£ 73,137.02	£ 71,909.49
Unity Trust Bank - EMR	£	3,133.97	£ 3,133.97	£ 3,151.62
Total:	£	78,396.03	£ 76,270.99	£ 75,061.11
Less Unpresented cheques				
Total of unpresented cheques	£	-	£ -	£ -
Net Bank Balances	£	78,396.03	£ 76,270.99	£ 75,061.11
CASH BOOK				
Balance as at 01.04.23	£	46,697.52	£ 46,697.52	£ 46,697.52
Plus Receipts	£	34,254.00	£ 34,254.00	£ 34,271.65
Total	£	80,951.52	£ 80,951.52	£ 80,969.17
Less Payments	£	2,555.49	£ 4,680.53	£ 5,908.06
Grand Total	£	78,396.03	£ 76,270.99	£ 75,061.11
Difference	£	0.00	£ 0.00	£ -
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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				
<hr/>				
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

		2023/23 Budget	Total Income / Spend to July '23	Left in Budget as at July '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	£ 2,232.00	£ 4,784.00
	Office Allowance	180	£ 60.00	£ 120.00
	Payroll	120	£ 60.00	£ 60.00
	Office Expenses	125	£ 60.69	£ 64.31
	Audit Fees	475	£ 125.00	£ 350.00
	Meeting Cost	110	£ -	£ 110.00
	Travel	400	£ 108.00	£ 292.00
	TOTAL	8426	£ 2,645.69	£ 5,780.31
	Chairmans Allowance	300	£ -	£ 300.00
	E.ON Street Electricity	1200	£ 392.59	£ 807.41
	Lighting Maintenance (A&J)	1000	£ 119.60	£ 880.40
	Insurance	893	£ 966.31	-£ 73.31
	EALC/NALC/RCCE/Zoom Subscriptions	675	£ 433.70	£ 241.30
	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	£ -	£ 900.00
	Recreation Ground / Equipment	6000	£ -	£ 6,000.00
	Repairs - Maintenance to equipment and site	2000	£ 116.00	£ 1,884.00
	Repairs to Portacabin	1000	£ 780.00	£ 220.00
	Greening of the Village	500	£ 34.00	£ 466.00
	Grass Cutting	5000	£ 1,247.63	£ 3,752.37
	CCTV - Service & Repairs	1000	£ -	£ 1,000.00
	Defibrillator	300	£ -	£ 300.00
	Play Equipment inspection	75	£ -	£ 75.00
	MDC - Tu-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	£ 5,182.83	£ 22,245.17
	GRAND TOTAL	35854	£ 7,828.52	£ 28,025.48
	Plus VAT	£ 312.21		
	Total Expenditure	£ 8,140.73		

SLPC FINANCE JULY 2023 PAYMENTS						
Income: Ayletts Charity £50.00p:						
Chq No.	Invoice No.	Payee	Cost	VAT	Total	SLPC Ref. No.
BACS	571	A. Lipscome - Repair to Potacabin	£ 780.00	£ -	£ 780.00	22
DD		A&J Lighting - Monthly maintenance	£ 29.90	£ 5.98	£ 35.88	23
BACS	July '23	Kevin B. Money - Clerk salary	£ 461.40	£ -	£ 461.40	24
BACS	July '23	HMRC - Tax on Clerk salary	£ 111.60	£ -	£ 111.60	25
BACS		Adobe subscription	£ 21.14	£ -	£ 21.14	26
BACS	5924	MSJ Garwood - Grass cutting	£ 442.21	£ 88.44	£ 530.65	27
BACS	Apr-June	Npower - Street Lighting	£ 220.95	£ 11.05	£ 232.00	28
BACS	2998	DM Payroll - 1st. Payment	£ 60.00	£ -	£ 60.00	29
TOTAL:			£ 2,127.20	£ 105.47	£ 2,232.67	