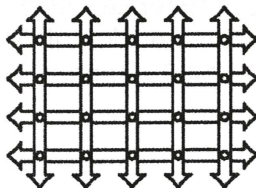


St. LAWRENCE PARISH COUNCIL.



Dear Councillor

You are summoned to attend the forthcoming meeting of St. Lawrence Parish Council to be held at the Village Hall on **WEDNESDAY 25th. JANUARY 2023 at 7pm** for the purpose of transacting the business ONLY shown on the agenda

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

Tel: 07810781509: email slparishclerk@gmail.com

FULL COUNCIL MEETING AGENDA

- 001/2023 Chairman's welcome**
- 002/2023 Apologies for Absence**
- 003/2023 Declaration of Interest**
To declare any Pecuniary, Registerable or non-Registerable Interest relating to items on the agenda
- 004/2023 Minutes**
To confirm and sign the Minutes of the Parish Council meeting held on 14th. December 2022
To confirm and sign the Minutes of the Parish Council Planning meeting held on 16th. January 2023
- 005/2023 Chairman's report and any update since last meeting**
- 006/2023 Essex County Councillors Report – ECC Cllr Wendy Stamp**
a) **Update on Locality Fund application – Parish Clerk - £500 funding received on 11.01.23**
- 007/2023 District Councillor/s Report – MDC Cllr Penny Channer**
- 008/2023 Public Participation Session with Respect to items on the agenda**
a) **St. Lawrence Residents Association report from the Chairman of the RA.**
A total maximum time of **20 minutes** is allowed for all public participation sessions
b) **King's Coronation event**
- Following item 008/2023 there is no more public participation in the Council meeting
- 009/2023 Election 2023 report from the Parish Clerk**
1) **All 7 SLPC Councillors are up for election on 4th. May 2023**
2) **Photo ID's will be required for all residents to vote at the May election**
- 010/2023 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**
- 011/2023 Planning Application/s**
- 012/2023 Decision/s made by MDC affecting St. Lawrence**
LDP/MAL/22/00952 - Cornerstone Moorhen Avenue St Lawrence Essex
Claim for lawful development certificate for a proposed garage conversion. **REFUSE**
- HOUSE/MAL/22/01041 - 19 Mountview Crescent St Lawrence Essex CM0 7NT**
Proposed first floor over and change to external fenestration. **APPROVE** subject to conditions

013/2023 Appeal/s made affecting St. Lawrence

TOWN AND COUNTRY PLANNING ACT 1990 APPEAL UNDER SECTION 78

Site Address: Colonsay Seaview Parade St Lawrence Essex

Proposal: Single storey front extension and the addition of first floor rear Juliet balconies.

Application Ref: 22/00847/HOUSE PP-11412980 - Appeal Ref: APP/X1545/D/22/3311384

Appeal Start Date: 21 December 2022

014/20232 Finance

- a. To receive the Bank reconciliations as at 31st. December 2022
- b. To receive the comparison of Actual to Budgeted for 2022/23
- c. To approve the payment of Accounts for January 2023 and to agree a transfer of funds to meet the Parish Council financial requirements

015/2023 Councillors to list any defective streetlights with location/s in the village

016/2023 Councillors to note 2023 meeting dates

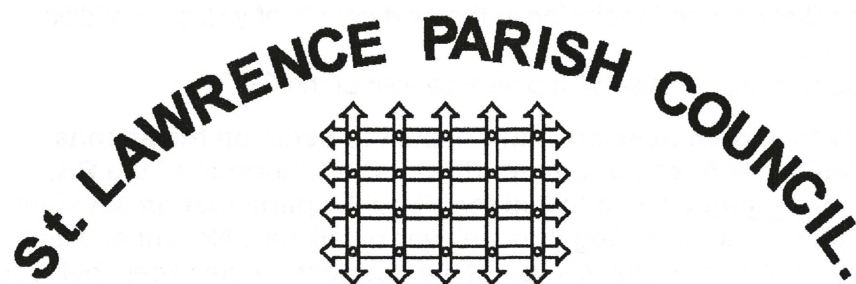
22.02.23: 22.03.23: 26.04.23: 24.05.23: 28.06.23: 26.07.23: 27.09.23: 25.10.23: 22.11.23: 13.12.23

017/2023 Items for Next Agenda

018/2023 Next meeting will be held on 22nd. February 2023 at 7pm in the village hall

019/2023 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 14th. December 2022 at 7pm in the Village Hall.

Present: Cllrs M. Gibson (Chairman), C. Thorne (Vice-Chairman), A. Gardner, J. Pollock and Kevin B. Money (Clerk to Parish Council). There were 2 members of the public present.

188/2022 Chairman's welcome. The Chairman welcomed everyone to the meeting

189/2022 Apologies for Absence were received from ECC Cllr W. Stamp, MDC Cllrs P. Channer, M. Helm and Cllr R. Millett

190/2022 Declaration of Interest

To declare any Pecuniary, Registerable or non-Registerable Interest relating to items on the agenda
Cllr M. Gibson declared an interest in item 202/2022 (2)
Cllr C. Thorne declared an interest in item 203/2022 (c)

191/2022 Minutes

To confirm and sign the Minutes of the meeting of the Parish Council Meeting held on 23rd. November 2022. **All Agreed**

To confirm and sign the Minutes of the Employment meeting of the Parish Council Meeting held on 23rd. November 2022. **All Agreed**

192/2022 Chairman's report and any update since last meeting

We have had another report of damage to the seawall just to the west of Sea View Promenade. This is an area where a number of areas of damage have been repaired already this year. It is also an area where the state of the seawall shows up as poor on flood risk assessments. This is on the village side of the Wade and consequently has implications for most of the community if this ongoing deterioration continues. The current damage has been reported (not just by me) and photographs sent to the Environment Agency. I have had a reply back stating that they are aware of the damage and are assessing how best to repair it. I await a further update!

The last couple of weeks have seen some very cold weather including overnight frost and freezing fog. Main Road has been gritted as is normal but no other roads are. I have stepped up efforts to get our stock of rock salt out into the community with Sea View estate leading the way on this. There has also been a suggestion from elsewhere in the village that maybe we should have a salt bin perhaps somewhere near the viewing platform which would enable residents to get a barrow of salt when needed. Views on that suggestion would be useful.

193/2022 Essex County Councillors Report – ECC Cllr Wendy Stamp

a) Update on Locality Fund application – Parish Clerk

The Clerk informed the meeting that after the invoice to Whitehall Direct is paid then he will reclaim the agreed locality funding from ECC.

194/2022 District Councillor/s Report – MDC Cllr Penny Channer

Cllr P. Channer supplied at report including November and December 2022.
The report can be found at <https://stlawrencepc.co.uk/>

195/2022 CCTV – Damage to camera

The Chairman informed the meeting that following the reported damage to the CCTV system, HD Security have made an assessment. It may be possible to get inside the camera to try to redress the ingress of water / condensation. However, there would be no guarantee that it would be possible to achieve this. The cost of this would be £120+. The alternative would be a new camera at approximately £300. In either case access is a major issue as the position of the light makes it difficult to get ladders safely onto the pole. At some stage a new pole, with the correct mechanism to lower it for maintenance is going to be needed. This will cost well in excess of £1000, plus a concrete base. The computer part of

Signed

M. Gibson – Chairman of SLPC

25th. January 2023

the CCTV system is also likely to need replacing in the next couple of years. In addition, access to the system has been upgraded.

The Clerk to contact A&J Lighting to liaise with a service visit of the CCTV

196/2022 Public Participation Session with Respect to items on the agenda

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

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

On the Facebook page an item about a "Dog Warden" was mentioned. No further action by the Council until it is raised by residents. Again, it was mentioned that residents should keep their dogs on a leash.

Following item 196/2022 there is no more public participation in the Council meeting

197/2022 Representative Reports

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

Cllr C. Thorne supplied a report prior to the meeting. It read:

With the help of Chris Millett, we have taken down the Tommy memorial and the poppies and have put them in to storage in the Portacabin.

The new Christmas lights have been purchased and we have installed them on to the tree in the children's play area and the dinghy planter, this should help in making that area feel more festive, which I feel is just as important now as in the previous few years.

The tree that was planted earlier in the year as part of the Queens green canopy campaign is standing up to the weather as is the one recently planted by the St Lawrence WI.

We still intend to purchase some winter plants to brighten up the Dinghy.

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

Cllr C. Thorne supplied a report prior to the meeting. It read:

1. **Play equipment:** 14-12-2022: The general state of condition is good.
2. **Toddler Multiplay equipment.** 26/10/22: Please see attached documents. 14-12-2022: We are now in possession of estimates from 2 suppliers for this equipment
3. **Play Area Gate:**26/10/22: The latch has been removed from the gate, and hopefully now meets the disability requirements. The condition of the equipment is as before. 14-12-2022: As before
4. **Jubilee Field:** 14-12-2022: As before
5. **Basketball equipment:** 14-12-2022: We now have 2 estimates for new equipment.
6. **Portacabin in Play area:** It is in a poor state of repair in some aspects. 26/10/22: Please see attached prices from A S Lipscombe & S & D Maintenance, for consideration. 14-12-2022: We now have 2 Estimates for this work, as above. And now have answers to some questions raised on their specifications. We are still waiting on an answer from S & D Maintenance regarding the cost on increasing the depth of foundation pads to 500 mm deep.
Key Holders: Marian Gibson. Chris Thorne, Rosemary Millett
7. **Car park:** 14-12-2022: is in a sound condition.
8. **Signage:** The Jubilee Field car park is still without a Sign. 23-11-2022: **The sign board has now been ordered from Whitehill Direct.** And we have made a saving of £100.00 on the original estimated cost. Plus a Grant of £500.00 from ECC. 14-12-2022: The header panel has now been delivered by the company and we have been promised the delivery of the main board in early January 2023.
9. **Hedges:** 26/10/22: As agreed at the last meeting, R Garwood has been instructed to reduce the height of the hedge adjacent to the play area/ village hall. 14-12-2022: This work has now been carried out.
10. **River Viewing Shelter:** 26/10/22: 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
11. **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. 23-11-2022: This is ongoing. We have also been asked to contact Gerry Lewsey regarding the Dog Bin situation in Seaway, hopefully to get agreement on the siting of the previously requested

Signed

M. Gibson – Chairman of SLPC

25th. January 2023

and purchased, new bin. **14-12-2022:** I have spoken to Gerry Lewsey, but he is NOT aware on any agreement on residents on this matter.

12. **CCTV Equipment:** HD Security, have raised a query on the mast that supports the camera that is placed in the corner of the play area. They have stated that the mast is not of the correct type for that situation. This is an area that we will have to closely look into for future replacement/renewal. **14-12-2022:** This matter has raised its head again this month as we had to call in HD security 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. Key Holders: CCTV Room- Marian Gibson, Christopher Thorne, Rosemary Millet. John Pollock (temporary whilst R M is away). CCTV Cabinet- Marian Gibson. Rosemary Millet, Christopher Thorne, John Pollock (temporary whilst R M is away)
13. **Table Tennis Table (external by Water sports Club):** This is in a sound condition.
14. **Goal Posts:** These are in a reasonable state of repair.
15. **Field gates main entrance to Jubilee Field:** These are in reasonable state of repair.
16. **Village Sign adjacent to Bradwell road:** Is in sound condition.
17. **SLPC display Notice board (opposite Stone Pub):** Is in sound condition
18. **SLPC display Notice board (by Dairy Stores):** Is in a sound condition.
19. **New equipment for older children:** Please see Estimate from Playdale, and Zip wire costing Via John Pollock.
20. **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. **14-12-2022:** As before
21. **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.

c) **LHP form for speeding in the village** – Cllr C. Thorne to supply the Clerk with information to complete the form

198/2022 Parish Councillor vacancies – update from the Parish Clerk
The Clerk informed the meeting that no applications had been received

199/2022 Planning Application/s. No planning applications have been submitted to MDC

200/2022 Decision/s made by MDC affecting St. Lawrence
FUL/MAL/22/00693- 19 Mountview Crescent St Lawrence Essex CM0 7NT
Replacement dwelling. **REFUSE**

201/2022 Appeal/s made affecting St. Lawrence. No Appeals have been submitted

202/2022 Grant Applications - To receive any Grant Applications submitted to the Clerk

1) St. Lawrence Newland Church St. Lawrence for £600
Cllr C. Thorne proposed and Cllr A. Gardner seconded to authorise this Grant Application. **All Agreed**

2) St. Lawrence Village Hall for £600
Cllr C. Thorne proposed and Cllr A. Gardner seconded to authorise this Grant Application. **All Agreed** except for Cllr M. Gibson who abstained

203/2022 Finance

a. To receive the Bank reconciliations as at 30th. November 2022
Councillors noted the Bank reconciliations as at 30th. November 2022

b. To receive the comparison of Actual to Budgeted for 2022/23
Councillors noted the comparison of Actual to Budgeted for 2022/23

c. To approve the payment of Accounts for December 2022 and to agree a transfer of funds to meet the Parish Council financial requirements. **All Agreed**

d. To approve the charges of using the car park on a weekly basis – Cllr J. Pollock
The Clerk to supply Cllr J. Pollock with the SLPC bank details. The start date being 1st. January 2023

Signed

M. Gibson – Chairman of SLPC

25th. January 2023

204/2022 2023/2024 Budget

Councillors discussed and finalised the Council's anticipated expenditure for 2023/2024
Cllr J. Pollock proposed and Cllr A. Gardner seconded to accept the 2023/2024 expenditure budget of £35,854 for 2023/2024. **All Agreed**

205/2022 2023/24 Precept

Councillors discussed and finalised the Council's Precept for 2023/24
Cllr M. Gibson proposed and Cllr A. Gardner seconded to accept the 2023/2024 Precept of £33,214 which using the supplied MDC Tax Base figure of 590.0 meant that a Band D property would be £55.45p an increase of £0.16p per year. **All Agreed**

Councillors discussed to authorise the RFO to complete the appropriate Precept demand on Maldon District Council as and when required by MDC (2nd. January 2023).

Cllr J. Pollock proposed and Cllr M. Gibson seconded to authorise the RFO to complete and send the appropriate Precept demand on Maldon District Council by 2nd. January 2023.

206/2022 Councillors to list any defective streetlights with location/s in the village

None reported

207/2022 Councillors to note 2023 meeting dates

25.01.23; 22.02.23; 22.03.23; 26.04.23; 24.05.23; 28.06.23; 26.07.23; 27.09.23; 25.10.23; 22.11.23; 13.12.23

208/2022 Items for Next Agenda

A&J Lighting access to CCTV mast and camera

209/2022 Next meeting will be held on 25th. January 2023 at 7pm in the village hall**210/2022 Closure of the Meeting**

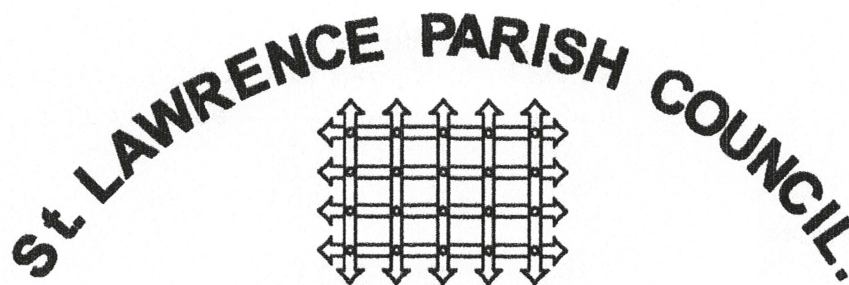
To close the Meeting having considered and determined all items of business.

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

Signed

M. Gibson – Chairman of SLPC

25th. January 2023



Minutes of the Planning meeting held on Monday 16th. January 2023 at 10am via Zoom

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

P001/2023 Chairman welcome. The Chairman welcomed everyone to the meeting

P002/2023 Apologies for Absence were received from Cllrs J. Pollock and R. Millett

P003/2023 Declaration of Interest

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

P004/2023 Planning Application/s

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

Replacement dwelling with associated amenity and parking.

RESOLVED: SUPPORT THIS APPLICATION with a condition that Article 4 direction on grass verges along Moorhen Avenue is adhered too. Flood risk assessment appears to lack substance and clarity

22/01266/HOUSE - Dalstone 77 Riverton Drive St Lawrence Essex

Single storey rear extension. Internal alterations.

RESOLVED: SUPPORT THIS APPLICATION but the Plans were difficult to read and understand

P005/2023 Decisions made by MDC affecting St. Lawrence

LDP/MAL/22/00952 - Cornerstone Moorhen Avenue St Lawrence Essex

Claim for lawful development certificate for a proposed garage conversion. **REFUSE**

HOUSE/MAL/22/01041 - 19 Mountview Crescent St Lawrence Essex CM0 7NT

Proposed first floor over and change to external fenestration. **APPROVE** subject to conditions

P006/2023 Appeals made affecting St. Lawrence

TOWN AND COUNTRY PLANNING ACT 1990 APPEAL UNDER SECTION 78

Site Address: Colonsay Seaview Parade St Lawrence Essex

Proposal: Single storey front extension and the addition of first floor rear Juliet balconies.

Application Ref: 22/00847/HOUSE PP-11412980 - Appeal Ref: APP/X1545/D/22/3311384

Appeal Start Date: 21 December 2022

P007/2023 Date of next Planning Committee meeting TBA

P008/2023 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 10.15am and thanked everyone for attending

Signed

M. Gibson

25th. January 2023

ST. LAWRENCE PC BUDGET AGAINST ACTUALS REPORT

		2022/23 Budget	Total Income / Spend to Jan '23	Left in Budget as at Jan '23
Inc	Precept	26763	£ 26,763.00	
	Aylett Charity Trustees	50	£ 50.00	
	Other Income/Newsletter Adverts / VAT Refund	750	£ 801.67	
	Bank Interest	0	£ 17.46	
	Mooring Fees	2580	£ -	
	TOTAL	30143	£ 27,632.13	
Exp.				
	Salary	6230	£ 5,285.60	£ 944.40
	Office Allowance	180	£ 150.00	£ 30.00
	Payroll	120	£ 120.00	£ -
	Office Expenses	100	£ 104.87	-£ 4.87
	Audit Fees	450	£ 325.00	£ 125.00
	Meeting Cost	110	£ -	£ 110.00
	Travel	100	£ 144.00	-£ 44.00
	TOTAL	7290	£ 6,129.47	£ 1,160.53
	Chairmans Allowance	300	£ -	£ 300.00
	Grass Cutting	4000	£ 3,067.95	£ 932.05
	E.ON Street Electricity	600	£ 655.86	-£ 55.86
	Lighting Maintenance (A&J)	1000	£ 1,414.34	-£ 414.34
	Insurance	850	£ 847.22	£ 2.78
	EALC/NALC/RCCE/Zoom Subscriptions	650	£ 527.59	£ 122.41
	Cllr & Clerk Training	1000	£ 436.50	£ 563.50
	Councillor Expenses	250	£ -	£ 250.00
	S137 Donations	2700	£ 1,225.00	£ 1,475.00
	Election Expenses	0	£ -	£ -
	S137 Litter Picking & Equipment	900	£ 678.60	£ 221.40
	Recreation Ground / Equipment	5000	£ 1,618.30	£ 3,381.70
	Newsletter	1268	£ 279.00	£ 989.00
	Play Equipment inspection	75	£ 62.00	£ 13.00
	Mooring Fees to Crown Estate	2580	£ -	£ 2,580.00
	Reserves	50	£ -	£ 50.00
	Bank Charges	80	£ 54.00	£ 26.00
	Information, Noticeboards & Village sign	200	£ -	£ 200.00
	Greening of the Village	500	£ 158.87	£ 341.13
	Website	150	£ 120.00	£ 30.00
	CCTV - Service	200	£ 465.66	-£ 265.66
	Repairs - Car park	0	£ 1,371.13	-£ 1,371.13
	Platinum Event in 2022	500	£ 277.39	£ 222.61
	Defibrillator	0	£ 79.90	-£ 79.90
	TOTAL	22853	£ 13,339.31	£ 9,513.69
	GRAND TOTAL	30143	£ 19,468.78	£ 10,674.22
	Outstanding VAT	£ 1,555.72		
	Total Expenditure	£ 21,024.50		

BANK RECONCILIATION - Financial year ending 31.03.23

Bank Balance as at	30.04.22	31.05.22	30.06.22	31.07.22
Unity Trust Bank - Current a/c	£ 63,479.98	£ 60,727.68	£ 58,654.76	£ 56,295.37
Unity Trust Bank - EMR	£ 3,101.87	£ 3,101.87	£ 3,104.55	£ 3,104.55
Total:	£ 66,581.85	£ 63,829.55	£ 61,759.31	£ 59,399.92
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	£ -
Net Bank Balances	£ 66,581.85	£ 63,829.55	£ 61,759.31	£ 59,399.92
CASH BOOK				
Balance as at 01.04.22	£ 40,931.97	£ 40,931.97	£ 40,931.97	£ 40,931.97
Plus Receipts	£ 27,518.33	£ 27,518.33	£ 27,521.01	£ 27,571.01
Total	£ 68,450.30	£ 68,450.30	£ 68,452.98	£ 68,502.98
Less Payments	£ 1,868.45	£ 4,620.75	£ 6,693.67	£ 9,103.06
Grand Total	£ 66,581.85	£ 63,829.55	£ 61,759.31	£ 59,399.92
Difference	£ -	£ -	£ 0.00	-£ 0.00
Bank Balance as at	31.08.22	30.09.22	31.10.22	30.11.22
Unity Trust Bank - Current a/c	£ 54,814.53	£ 53,252.10	£ 51,272.16	£ 50,305.42
Unity Trust Bank - EMR	£ 3,104.55	£ 3,109.25	£ 3,109.25	£ 3,109.25
Total:	£ 57,919.08	£ 56,361.35	£ 54,381.41	£ 53,414.67
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	£ -
Net Bank Balances	£ 57,919.08	£ 56,361.35	£ 54,381.41	£ 53,414.67
CASH BOOK				
Balance as at 01.04.22	£ 40,931.97	£ 40,931.97	£ 40,931.97	£ 40,931.97
Plus Receipts	£ 27,571.01	£ 27,632.13	£ 27,622.05	£ 27,622.05
Total	£ 68,502.98	£ 68,564.10	£ 68,554.02	£ 68,554.02
Less Payments	£ 10,583.90	£ 12,192.67	£ 14,172.61	£ 15,139.35
Grand Total	£ 57,919.08	£ 56,371.43	£ 54,381.41	£ 53,414.67
Difference	-£ 0.00	-£ 10.08	£ -	-£ 0.00
Bank Balance as at	31.12.22			
Unity Trust Bank - Current a/c	£ 45,985.13			
Unity Trust Bank - EMR	£ 3,119.33			
Total:	£ 49,104.46			
Less Unpresented cheques				
Total of unpresented cheques	£ -			
Net Bank Balances	£ 49,104.46			
CASH BOOK				
Balance as at 01.04.22	£ 40,931.97			
Plus Receipts	£ 27,632.13			
Total	£ 68,564.10			
Less Payments	£ 19,459.64			
Grand Total	£ 49,104.46			
Difference	-£ 0.00			

SLPC FINANCE JANUARY 2023 PAYMENTS						
Income: £500.00p ECC Locality Funding						
Chq No.	Invoice No.	Payee	Cost	VAT	Total	SLPC Ref. No.:
		Unity Trust Bank - Service Charge	£ 18.00	£ -	£ 18.00	281
DD		A&J Lighting - Monthly maintenance	£ 29.90	£ 5.98	£ 35.88	282
BACS	Jan '23	Kevin B. Money - Clerk salary	£ 429.40	£ -	£ 429.40	283
BACS	Jan '23	HMRC - Tax on Clerk salary	£ 103.60	£ -	£ 103.60	284
BACS	Jan '23	K. Black - litter picking	£ 67.86	£ -	£ 67.86	285
BACS		Npower - Street Lighting	£ 163.98	£ 8.20	£ 172.18	286
DD	36935	A&J Lighting - Call out & Repair	£ 529.95	£105.99	£ 635.94	287
BACS	1084	A. Craig - Website subscription	£ 120.00	£ -	£ 120.00	288
		TOTAL:	£1,462.69	£120.17	£1,582.86	