

Dear Councillor

Your attendance is required at the forthcoming meeting of St. Lawrence Parish Council to be held at the Village Hall on **WEDNESDAY 22nd. NOVEMBER 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 – 16th. November 2023

Tel: 07810781509: email slparishclerk@gmail.com

FULL COUNCIL MEETING AGENDA

- 177/2023 Chairmans welcome**
- 178/2023 Apologies for Absence**
- 179/2023 Declaration of Interest**
To declare any Pecuniary, Registerable or non-Registerable Interest relating to items on the agenda
- 180/2023 Minutes**
To confirm and sign the Minutes of the Parish Council meetings held on 25th. October 2023
- 181/2023 Chairmans report and any update since last meeting**
- 182/2023 Visitors – Ben Chapman / Adrian from MDC TruCam section and Police Sgt. M. Dolby (subject to operational commitments)**
- 183/2023 Essex County Councillor Report – ECC Cllr Wendy Stamp**
1) The CIF funding application for play equipment has been refused
- 184/2023 District Councillor/s Report – Cllr Linda Haywood**
- 185/2023 Public Participation Session with Respect to items on the agenda**
A total maximum time of **15 minutes** is allowed for all public participation sessions
- 186/2023 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 seek a paid Litter picking person/s for the village**
 - d) **Funding for play equipment**
- 187/2023 Planning Application/s**
- 188/2023 Planning decision/s made by MDC affecting St. Lawrence**
- 189/2023 Planning Appeal/s made affecting St. Lawrence**
- 190/2023 Finance**
- a. To receive the Bank reconciliations as at 31st. October 2023
 - b. To receive the comparison of Actual to Budgeted for 2023/24
 - c. To approve the payment of Accounts for November 2023 and to agree a transfer of funds to meet the Parish Council financial requirements
 - d. Additional signatories to Unity Trust Bank – Information forms

St. Lawrence Parish Council Full Council Meeting Agenda 22nd. November 2023

PARISH COUNCIL NEW WEBSITE ADDRESS IS

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

191/2023 Budget 2024/2025 – Councillors to discuss anticipated expenditure for 2024/2025

192/2023 Councillors to list any defective streetlights with location/s in the village

193/2023 Items for Next Agenda

194/2023 Next meeting will be held on 13th. December 2023 at 7pm in the village hall

195/2023 Councillors to note provisional meeting dates in 2024

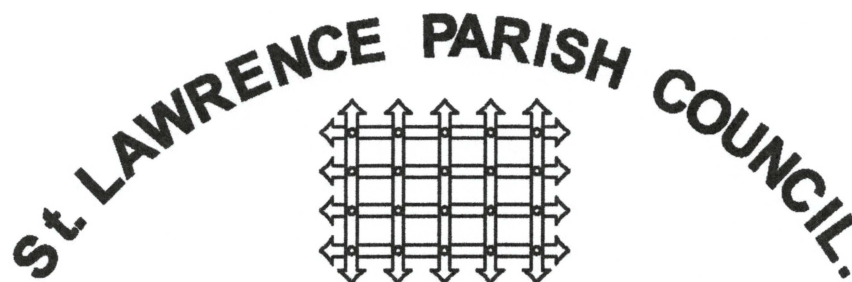
**24.01.24: 28.02.24: 27.03.24: 24.04.24: 22.05.24 (AVM & AGM): 26.06.24: 24.07.24: 25.09.24:
23.10.24: 27.11.24: 18.12.24**

196/2023 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.

197/2023 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 25th. October 2023 at 7pm in the Village Hall.

Present: Cllrs M. Gibson (Chairman), Cllr C. Thorne, R. Millett, G. Minish, J. Pollock and Kevin B. Money (Clerk to Parish Council). There were 9 members of the public present.

158/2023 Chairmans welcome. The Chairman welcomed everyone to the meeting

159/2023 Apologies for Absence were received from ECC Cllr W. Stamp, Cllr C. Crump and Cllr A. Gardner

160/2023 Declaration of Interest

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

161/2023 Minutes

To confirm and sign the Minutes of the Parish Council meetings held on 27th. September 2023
All Agreed

162/2023 Chairmans report and any update since last meeting

Everything to report is on the agenda. The Environmental Agency appear to schedule the repair to the seawall end November '23

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

Again, no report was given

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

Dog mess on field. All irresponsible dog owners should clear up the dog's mess. All residents are tarred with the same brush. The field must still be used by dog owners any change is to affect the many not the few who allow their dogs to foul the field. They should be named and shamed. The field should be left open to all residents with their dogs and wheelchairs. The football club had to cease due to dog fouling on the field. Residents have been attacked by dogs off leashes. A specific area for dog recreation area for dog walk / exercise. A resident asked to have the field separated into Play area and dog walking area. A resident suggested to remove all gates around the field. This may keep dogs on the lead for safety purposes. More play equipment for the older children in the village was mentioned.

166/2023 Representative Reports

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

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.

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

This report can be found on the SLPC website at <https://e-voice.org.uk/stlawrenceparishcouncil/reports/>

Signed

M. Gibson – Chairman of SLPC

22nd. November 2023

c) To discuss and finalise the dog issues on Jubilee Field

This was discussed in the Public Participation session

167/2023 Planning Application/s plus any application/s submitted after agenda published

No planning application/s have been submitted affecting St. Lawrence

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

No planning appeals have been submitted affecting St. Lawrence

170/20232 Finance

- a. To receive the Bank reconciliations as at 30th. September 2023

Councillors noted the Bank reconciliations as at 30th. September 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 October 2023 and to agree a transfer of funds to meet

the Parish Council financial requirements. **All Agreed**

171/2023 2024/2025 Budget

Councillors discussed at length the Council's anticipated expenditure for 2024/2025

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

No defective streetlights have been reported to the Clerk

173/2023 Items for Next Agenda

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 (AVM & AGM): 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.

Cllr M. Gibson proposing excluding the press and public from this meeting. Cllr C. Thorne seconded.

All Agreed

177/2023 Closure of the Meeting

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

The Chairman then closed the meeting at 8.30pm and thanked everyone for attending.

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	31.10.23	
Unity Trust Bank - Current a/c	£ 69,601.94	£ 64,500.31	£ 62,767.66	
Unity Trust Bank - EMR	£ 3,151.62	£ 3,173.03	£ 3,173.03	
Total:	£ 72,753.56	£ 67,673.34	£ 65,940.69	
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	
Net Bank Balances	£ 72,753.56	£ 67,673.34	£ 65,940.69	
CASH BOOK				
Balance as at 01.04.23	£ 46,697.52	£ 46,697.52	£ 46,697.52	
Plus Receipts	£ 34,321.65	£ 34,343.06	£ 35,383.06	
Total	£ 81,019.17	£ 81,040.58	£ 82,080.58	
Less Payments	£ 8,265.61	£ 13,367.24	£ 16,139.89	
Grand Total	£ 72,753.56	£ 67,673.34	£ 65,940.69	
Difference	£ -	£ 0.00	£ 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 Nov '23	Left in Budget as at Nov '23	Anticipated amount left in budget as at 31.03.24
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	£ 4,464.00	£ 2,552.00	£ 803.00
	Office Allowance	180	£ 120.00	£ 60.00	£ -
	Payroll	120	£ 60.00	£ 60.00	£ -
	Office Expenses	125	£ 68.83	£ 56.17	£ 64.31
	Audit Fees	475	£ 335.00	£ 140.00	£ 140.00
	Meeting Cost	110	£ -	£ 110.00	£ -
	Travel	400	£ 252.00	£ 148.00	£ 76.00
	TOTAL	8426	£ 5,299.83	£ 3,126.17	£ 1,083.31
	Chairmans Allowance	300	£ -	£ 300.00	£ -
	E.ON Street Electricity	1200	£ 626.94	£ 573.06	£ -
	Lighting Maintenance (A&J)	1000	£ 919.70	£ 80.30	£ -
	Insurance	893	£ 966.31	-£ 73.31	-£ 73.31
	EALC/NALC/RCCE/Zoom Subscriptions	675	£ 603.59	£ 71.41	£ 71.41
	Bank Charges	80	£ 36.00	£ 44.00	£ 8.00
	Website	150	£ -	£ 150.00	£ 150.00
	Cllr & Clerk Training	1000	£ -	£ 1,000.00	£ 1,000.00
	Councillor Expenses	250	£ -	£ 250.00	£ 250.00
	S137 Donations	1225	£ 25.00	£ 1,200.00	£ -
	S137 Litter Picking & Equipment	900	£ 50.91	£ 849.09	£ 849.09
	Recreation Ground / Equipment	6000	£ 10.57	£ 5,989.43	£ 5,750.00
	Repairs - Maintenance to equipment and site	2000	£ 116.00	£ 1,884.00	£ 1,500.00
	Repairs to Portacabin	1000	£ 2,869.00	-£ 1,869.00	£ 1,869.00
	Greening of the Village	500	£ 34.00	£ 466.00	£ 375.00
	Grass Cutting	5000	£ 2,620.24	£ 2,379.76	£ -
	CCTV - Service & Repairs	1000	£ -	£ 1,000.00	£ 500.00
	Defibrillator	300	£ -	£ 300.00	£ 300.00
	Play Equipment inspection	75	£ 65.10	£ 9.90	£ 9.00
	MDC - Tru-Cam	800	£ -	£ 800.00	£ -
	Coronation Event	500	£ 35.00	£ 465.00	£ 400.00
	Mooring Fees to Crown Estate	2580	£ 2,080.00	£ 500.00	£ -
	TOTAL	27428	£ 11,058.36	£ 16,369.64	£ 12,958.19
	GRAND TOTAL	35854	£ 16,358.19	£ 19,495.81	£ 14,041.50
	Plus VAT	£ 861.38			
	Total Expenditure	£ 17,219.57			

<u>EARMARKED RESERVE ACCOUNT</u>						
<u>2023/2024</u>						
Date	Bank Rec.	Detail	Amount	Reserves	Election Expenses	Interest
01.04.23		Balance B/Fwd		£ 2,533.97	£ 600.00	£ 3,133.97
30.06.23	R	Bank Interest				£ 17.65 £ 3,151.62
30.09.23	R	Bank Interest				£ 21.41 £ 3,173.03
Total:			£ -	£ 2,533.97	£ 600.00	£ 39.06 £ 3,173.03

SLPC FINANCE NOVEMBER 2023							
Income:		Expenditure					SLPC Ref. No.
Chq No.	Invoice No.	Payee	Cost	VAT	Total		
DD		A&J Lighting - Monthly maintenance	£ 29.90	£ 5.98	£ 35.88	56	
DD	37676	A&J Lighting - Call out and repair	£ 251.50	£ 50.30	£ 301.80	57	
BACS	Nov '23	Kevin B. Money Clerk Salary	£ 461.40	£ -	£ 461.40	58	
BACS	Nov '23	HMRC - Tax on Clerk salary	£ 111.60	£ -	£ 111.60	59	
BACS		Kevin B. Money Clerk mileage	£ 144.00	£ -	£ 144.00	60	
BACS	W23-58	Royal British Legion - Poppy Wreath	£ 25.00	£ -	£ 25.00	61	
TOTAL:			£ 1,023.40	£ 56.28	£ 1,079.68		
		Donates already paid					