



Minutes of the Parish Council meeting held on Wednesday 25th. January 2023 at 7pm in the Village Hall.

Present: Cllrs M. Gibson (Chairman), A. Gardner, R. Millett, J. Pollock, and Kevin B. Money (Clerk to Parish Council). There were 7 members of the public present.

001/2023 Chairman's welcome. The Chairman welcomed everyone to the meeting

002/2023 Apologies for Absence were received from ECC Cllr W. Stamp, MDC P. Channer and Cllr C. Thorne

003/2023 Declaration of Interest

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

004/2023 Minutes

To confirm and sign the Minutes of the Parish Council meeting held on 14th. December 2022.

All Agreed

To confirm and sign the Minutes of the Parish Council Planning meeting held on 16th. January 2023.

All Agreed

005/2023 Chairman's report and any update since last meeting

It seems to have been a remarkably quiet period since the December meeting of the Council. Some of this is probably due to the holiday season but since then the cold weather has had an effect in that we are seeing fewer people out and about. Main Road has been gritted throughout but side roads are not. Only one area has taken advantage of the road salt stock and been ensuring that the corners are gritted to make things safer. The stock is here to be used but it is up to the road groups etc to take advantage of this. The £200 alternative fuel payments are due to start on 6th. February. These should be paid via the electricity account. The recipients have been identified as being off the gas grid. Stan Atkins, a former Chairman of this Parish Council died in December 2022 and his memorial service was held at the church on 9th January 2023. It was a very well attended service with friends and colleagues from his many interests being represented. Stan was one of the people who set up the Village Hall Trust, fundraising and campaigning to get the village the facility. This started before the Jubilee Field was acquired for the community. Once the hall was built, Stan kept his interest going, helping with maintenance during the early years, when funds were tight, despite being into his 80s then.

006/2023 Essex County Councillors Report – ECC Cllr Wendy Stamp

a) Update on Locality Fund application – Parish Clerk. The £500 funding received on 11.01.23

007/2023 District Councillor/s Report – MDC Cllr Penny Channer

No report from MDC

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

The Resident Association is planning events for 2023 – Movie nights – Boot sales – Sports day and many more. All volunteers greatly appreciated.

Resident parking at The Plovers is still disruptive to turning vehicles and it caused a problem for an Emergency Ambulance Service.

The Clerk to contact Lee Williams at MDC Community Team for enforce the parking.

Road signs in the village need to be addressed and sent to highways – Contact W. Stamp

Signed

M. Gibson – Chairman of SLPC

22nd. February 2023

b) King's Coronation event

The RA would like a joint collaboration with the Parish Council. The Parish Council has set £500 aside for this 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 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. ALL voters at a polling station MUST show photo ID before being given their ballot paper – prescribed list of suitable ID e.g. passport, driving licence and bus pass. Doesn't matter if evidence expired as long as a suitable likeness.
- 3) Poll cards are changing – be A4 letter – enveloped – will list acceptable ID on reverse. Postal and Proxy poll cards are also likely to be same style. There will be more polling staff in order to check ID at stations.
 - the polling staff will NOT record what ID has been seen. Their decision is final
 - They have to record details of anyone who is refused a vote
- 4) Publication of Notice of Election (and the day pre-Election Purdah starts!)- no later than Tuesday 28th. March (MDC Returning Officer may decide to publish earlier)
- 5) Delivery and withdrawal of Nomination(s) – between day after publication of Notice of Election to 4pm on Tuesday 4th. April 2023
- 6) Publication of Statement of Persons Nominated – no later than 5pm on Wednesday 5th. April
- 7) Notice of Poll & Situation of Polling Places – by Tuesday 25th. April. Combined notice – District/Parish. Polling hours – 7.00am to 10.00pm – Thursday 4th. May
- 8) Pre-election Purdah is the period between publication of Notice of Election and election day. It does NOT stop the Council working – it's business as usual but places restrictions on local authority publicity which may imply public support for a candidate or political party. There is a Code of practice published by Secretary of State DCLG and EALC guidance
LGA summary <https://www.local.gov.uk/our-support/purdah/what-purdah-means-practice>
Sitting Councillors with key responsibilities may comment in an emergency or where their views are needed in response to an important event. Proactive events should not involve members standing for election. Avoid publishing newsletters and annual reports in the pre-election period.
- 9) All Nominations must be proposed and seconded and be hand delivered to MDC. A proposed Councillor may take numerous Nomination forms. The deadline of hand delivered nomination forms is at 4pm on 4th. April 2023
- 10) Candidates elected in contested and uncontested elections take office on the fourth calendar day after the day of poll (Monday 8th. May 2023) it is now Tuesday 9th. May 2023 due to the Bank Holiday
- 11) If elections are uncontested due to insufficient candidates all validly nominated candidates are declared elected – the Principal Council e.g., District will publish a notice on its website and send to the Clerk. If quorate, Parishes will be authorised to co-opt to fill any remaining vacancies – after 9th. May
- 12) Before and after the election the Clerk must Display notices – e.g. Noticeboards and website. Notice of Election - Statement of Persons Nominated - Notice of Poll - Declaration of uncontested election - Declaration of Result
- 13) After the Election the Clerk will need to arrange for ALL elected/re-elected and co-opted candidates to sign a Declaration of Acceptance of Office (at or before 1st meeting) - complete a Register of Interests form – send to principal council i.e. District/Borough/City - Set dates for the first Parish Council meeting - Annual Parish meeting (between 1st March and 1st June) - Fill balance of any seats by Co-option.
- 14) Purdah starts 6 weeks from the date the Notice of Election is published by MDC
- 15) All elected candidates MUST complete Return of election expenditure and Declaration by Candidate – even if NIL within 28 days of the election – Friday 2nd. June
To be submitted to the proper officer of MDC for which the election is held a return of all election expenses incurred by the candidate vouched (except in the case of sums under £10) by bills stating the particulars and receipts and accompanied by a declaration by the candidate as to election expenses. The form can download from the Electoral Commissions' website

010/2023 Representative Reports

- a) **Greening of the village** – To receive a written report from Cllr C. Thorne
No report submitted by Cllr C. Thorne

Signed

M Gibson

M. Gibson – Chairman of SLPC

22nd. February 2023

- b) **Asset Management report** – To receive a written update report from Cllr C. Thorne
1. **Play equipment**: 23-01-23: The general state of condition is good.
 2. **Toddler Multiplay equipment**. 26/10/22: Please see attached documents. 23-01-23: 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. 23-01-23: As before
 4. **Jubilee Field**: 23-01-23: As before
 5. **Basketball equipment**: 23-01-23: 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. 23-01-23. We have only received an Estimate for the work based on a foundation depth of 500 mm from one contractor, A Lipscombe. I would recommend that this price is accepted so that work can proceed. Key Holders: Marian Gibson. Chris Thorne, Rosemary Millet
 7. **Car park**: 23-01-23: 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. 23-01-23: We have now taken delivery of the full sign board which has been stored in the Portacabin. We have an estimate for its erection from one contractor (A Lipscombe) which I would recommend that we accept. We are in discussion with the Sign writing company for the Artwork.
 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. 23-01-23: As before
 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 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. 23-01-23 : We are waiting on further clarification on this item from local residents in that road.
 12. **CCTV Equipment**: H D 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 H & D 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)

Signed



M. Gibson – Chairman of SLPC

22nd. February 2023

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. **23-01-23:** It has been reported that it is difficult to access this board, some of the time.
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. **32-01-23:** 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.
22. **Other items of note/concern:** None

Cllr R. Millett proposed to accept a quotation to install and erect the Car park sign of £210.00p. Cllr A. Gardner seconded. **All Agreed**

011/2023 Planning Application/s. No planning applications received affect St. Lawrence

012/2023 Decision/s made by MDC affecting St. Lawrence

Councillors noted the following planning 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

013/2023 Appeal/s made affecting St. Lawrence

Councillors noted the following Appeals submitted 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

Councillors noted the Bank reconciliations as at 31st. December 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 January 2023 and to agree a transfer of funds to meet the Parish Council financial requirements. **All Agreed**

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

None reported

Streetlights. All the ones "owned" by SLPC are already LEDs - the bulbs were changed some years ago within the existing fitting. Only the one that was dealt with a couple of weeks ago has had a new head.

Think we're looking for the possibility of timers on the lights plus solar power rather than anything else.

I'm not very hopeful but it says we are trying to address the issue.

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

Street lighting to be timed

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

Signed



M. Gibson – Chairman of SLPC

22nd. February 2023

019/2023 Closure of the Meeting

To close the Meeting having considered and determined all items of business.
The Chairman then closed the meeting at 7.50pm and thanked everyone for attending.

Signed


M. Gibson – Chairman of SLPC

22nd. February 2023