



**Minutes of the Parish Council meeting held on Wednesday 29<sup>th</sup>. June 2022 at 7pm in the Village Hall.**

Present: Cllrs M. Gibson (Chairman), C. Thorne (Vice-Chairman), D. Bonich, A. Gardner, R. Millett and Kevin B. Money (Clerk to Parish Council). There were 12 members of the public present.

**090/2022 Chairman's welcome** The Chairman welcomed everyone to the meeting

**091/2022 Apologies for Absence** were received from MDC Cllr P. Channer.

**092/2022 Declaration of Interest**

To declare any Disclosable Pecuniary, Pecuniary or non-Pecuniary Interest relating to items on the agenda.

Cllr M. Gibson declared any interest in any item relating to the village hall

Cllr C. Thorne declared an interest in item 104/2022 (c)

**093/2022 Minutes**

To confirm and sign the Minutes of the Annual meeting of the Parish Council held on 25<sup>th</sup>. May 2022.

**All Agreed**

To confirm and sign the Minutes of the meeting of the Parish Council Meeting held on 25<sup>th</sup>. May 2022.

**All Agreed**

To confirm and sign the Minutes of the Planning meeting of the Parish Council Meeting held on 13<sup>th</sup>. June 2022. **All Agreed**

**094/2022 Chairman's report and any update since last meeting**

Firstly, may I say a big thank you to the people who organised the decorations for the village and then the Jubilee event on the field on 5<sup>th</sup> June. I think the organisers could well take a bow! These events always take a lot of hard work, normally by very few people. There are always challenges along the way as promised participants drop out, often at short notice when it can be impossible to arrange a substitute. Then there are the vagaries of the English weather but we were lucky! It all seems a very long time ago now!

A few months ago, we had considerable storm damage to the seawall just west of Sea View Promenade. This is the responsibility of the Environment Agency and after quite a lot of chasing they did come out to inspect and agreed that repairs were necessary. Their intention was to temporary repairs while they work out the long-term solution. Those temporary repairs have now been done, but appear rather shoddy, with one area of damage not being touched. I have emailed the relevant manager at the Environment Agency regarding the poor quality of the repair and asking where the planning for a long-term solution has got to but have not had a reply as yet. The Council will be kept updated on this.

Cllr Thorne commented in his Asset Management report that the hedges are getting a bit leggy. Our contractor is not allowed to cut hedges, by law, until the bird nesting season has finished but trimming back where the hedge overhangs a road or footpath is permitted. This week a County Council contractor appeared and duly trimmed the roadside of the hedges. This is the second year we have had a County contractor come along and take responsibility for maintenance. The major cut will take place in September or October.

The CCTV system has been serviced and 4 Councillors have been shown how it works. The important thing to remember is that we have to comply with various pieces of legislation and Codes of Conduct. They are all listed in the updated CCTV Policy which we will be adopting under item 096/2022. To put it very simply, we cannot allow just anyone to view the CCTV records. If there is an incident records would be handed over to the police or other authorised body (the MDC Community Engagement Team being one) for investigation.

On 28<sup>th</sup> June I attended a training course on the updated Councillor Code of Conduct. It was a useful

Signed

*M Gibson*

M. Gibson – Chairman of SLPC

27<sup>th</sup>. July 2022

session and the Powerpoint presentation that was used will be circulated. All Councillors are bound by the code and agree to that when they sign the Acceptance of Office. The updated code will be discussed under Agenda item 099/2022.

### **095/2022 Public Participation Session with Respect to items on the agenda**

#### **A total maximum time of 15 minutes is allowed**

A Resident Association has been formed in the village and is planning a couple of events – 14.08.22 Boot & Craft fair – 02.09.22 Movie night in the field. Village Hall facilities were asked to be made available for both events. During the summer (TBC) to have a sports day on the field. TruCam 2 hours per month was requested

A booking of the village hall was requested for the second Wednesday in the month

Regarding the removal of the portacabin, could the W.I. be kept fully informed as storage will need to be transferred to another location.

There is a tremendous cost in having the portacabin removed.

### **096/2022 CCTV – Councillors to adopt the new CCTV policy**

Cllr C. Thorne proposed and Cllr D. Bonich seconded adopting the new CCTV policy. **All Agreed**

### **097/2022 Parish Councillor vacancy update**

The Clerk informed the meeting that no election will be held for the vacancy and that MDC has given the Council permission to co-opt a resident who is eligible onto the Council. The appropriate notice will be placed on the notice boards, website and Facebook after this meeting.

### **098/2022 Essex County Councillors Report – ECC Cllr Wendy Stamp**

Councillors to inform the Clerk of any highway/pothole defects which have been reported to ECC with numbers, location etc. and Cllr W. Stamp will chase them up.

a) ECC Salt Bag Scheme for Winter 2022/23 – Councillors to decide if any salt is required for 2022-23 and delivery address.

It was agreed to have the salt delivered to Cllr M. Gibson home for dispersal around the village.

b) Pothole Initiative - ECC highways have launched an urgent priority pothole repair scheme which allows Cllr W. Stamp to submit 38 repairs per this year! This is divided into 2 six-month repairs. There also is a strict criteria for repairs.

Councillors agreed to let the Clerk know of any pothole defects so he can inform ECC Cllr W. Stamp accordingly.

### **099/2022 District Councillor/s Report – MDC Cllr Penny Channer / MDC Cllr Michael Helm**

a) Councillors to discuss and adopt the New Code of Conduct recommended by MDC effective from 4<sup>th</sup>. July 2022

Cllr A. Gardner proposed and Cllr R. Millett seconded to adopt the new Code of Conduct for Councillors.

#### **All Agreed**

In the absence of MDC Cllr P. Channer, she has sent reports to the Council on the following items

- Forthcoming Community Safety Partnership events.
- Learning Disability Week (20th - 26th June)
- Ride London coming to Maldon/Essex weeks ago wasn't enough bike related fun, the 6-12th of June is also National Bike Week
- It's also Pride month and we will be flying the Pride Flag in the Prom
- 14th July / Maldon Stadium - Women's and Girls Self Defence
- 11th Aug / Tollesbury - Bike Marking, and mini community event featuring Coffee with Cops
- 31st Aug / Burnham On Crouch – 999 Community Day
- 3rd October - Senior Safety and Silver Sunday event

### **100/2022 Planning Application/s**

**22/00693/FUL - 19 Mountview Crescent St Lawrence CM0 7NT**

Replacement dwelling.

#### **RESOLVED: SUPPORT THIS APPLICATION**

### **101/2022 Decision/s made by MDC affecting St. Lawrence**

Councillors noted the planning decisions below

Signed



M. Gibson – Chairman of SLPC

27<sup>th</sup>. July 2022

**HOUSE/MAL/22/00368** - The Moorings Seaview Parade St Lawrence Essex  
Single storey rear extensions, two storey rear extension and first floor additions to the front and rear.  
**APPROVE** subject to conditions

**FUL/MAL/22/00525** - The Gnomes 91 Main Road St Lawrence Essex  
Demolition of existing chalet and garage and the erection of 3 detached dwellings, detached garages with associated parking and landscaping. **REFUSE**

**HOUSE/MAL/22/00557** - 2 Ramsey Nook St Lawrence Drive St Lawrence  
Part two/part single storey rear extensions, rear roof alteration, addition of side facing dormer and new detached garage. **APPROVE** subject to conditions

**HOUSE/MAL/22/00370** - 1 The Plovers St Lawrence CM0 7PE  
Single storey rear extension and side porch. **REFUSE**

**102/2022**      **Appeal/s made affecting St. Lawrence.** No appeals have been registered

**103/2022**      **Representative Reports**

**a) Greening of the village** – To receive a written report from Cllr C. Thorne  
June has been a productive month, we have been able to support the Queens Jubilee celebrations with the purchase and supply of shrubs and plants for the pots on the entrance to the Village Hall, and these were chosen and planted by Mrs. Rowley, one of our residents with the assistance of the children and staff of Diddydots Play School.

The rose bushes that were donated by a resident have been planted fronting the proposed new sign board position. The 2 ladies that turned up to do the planting, Lisa Johnston & Jemma Rowley did an amazing job that would put many a man to shame.

Chris Millet has re planted some of the saplings with new grown on stock and is in the process of re planting others although the task of watering is again a chore.

The plants in the dinghy and play area fence are growing really well especially considering the soil that they are in, and these are being watered on a regular basis.

**b) Asset Management report** – To receive a written update report from Cllr C. Thorne  
This is a new description for items of equipment that comes under the control of SLPC, our aim is to record the conditions and state of repair for all Play equipment, Buildings, Fences, Signs, Green keeping and all associated items. It may take some time to compile and fully update this list of items so please bear with me on this.

**Play equipment:** The general state of condition is good but we do know that some repairs to the feet of the Toddlers Multiplay equipment are required. We are seeking an Estimate on this from Andy Lipscombe. A yearly safety audit, Ref: 1660725, dated 11-May-2022, has been undertaken by an external specialist; we are now in receipt of this report. This is a lengthy and thorough report as you are aware. The main area of concern is the Toddler Multiplay equipment. The findings & recommendations contained in this report will be attended to in a stage-by-stage process as a matter of course.

**Jubilee Field:** As was stated at the last meeting, the Small lower entrance gate has been severely damaged which has resulted in its removal. We have now removed this entrance to the field and have closed up the old entrance and will replant the hedge. We have received an Estimate on this work. This will also result in the main top entrance being under the eye of the CCTV unit which may be helpful on various matters.

**Basketball equipment:** We will seek out estimates for new equipment and installation as soon as possible and will put these forward for discussion and approval.

**Portacabin in Play area:** It is in a poor state of repair in some aspects. Steps to it and bases to the supporting feet being some of them. It has been suggested that this cabin is removed from site and sold, and items that are in it. Mainly the CCTV unit put into the village Hall. I would recommend that a feasibility study is undertaken on this matter. Electrical Intake Cupboard: This is a purpose-built plastic cabinet sited at the rear of the Portacabin; it houses a fuse board and meter that serves the Village Hall and Portacabin. It is only supported on what appears to be softwood posts, these require inspection.

Also, there is NO Electrical safety sign fitted to this cabinet. Key Holders: Marian Gibson. Chris Thorne

**Car park:** The potholes have now been filled and levelled. The concrete apron that abuts the tarmac road is severely cracked and will require renewal. We have an estimate on their repair from Andy Lipscombe and have instructed him to carry out the works ASAP.

Signed

*M. Gibson*

M. Gibson – Chairman of SLPC

27<sup>th</sup>. July 2022

**Signage:** The Jubilee Field car park is still without a sign. It is recommended that we progress the purchase and installation of a new sign as discussed some time ago. Your thoughts on this matter please? I have spoken to the company that we have been in discussion with on the supply of the Graphics and display board and they are still willing to carry out this work free of charge!

**Hedges:** These are all under control but are getting quite leggy in some areas and may require an interim cut back.

**River Viewing Shelter:** This will require re-painting in the near future.

**Dog Bins:** It is understood that the 2 new bins have been delivered but I am not sure as to whether there installation is arranged? We have now clarified their positioning and have overcome an objection raised by a resident, Mr & Mrs Fell of the Spinnaker's, Seaway, and have also received the agreement on its siting by the residents of the Salting's in Seaway.

**CCTV Equipment:** The equipment has now been serviced by HD Security and has been left in working order. They have raised a query on the mast that supports the cameras 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, in that it is intended for an industrial type of storage yard. The mast can be easily climbed by vandals but there aren't any safe anchorage positions for ladders for maintenance. This is an area that we have to closely look into for future replacement/renewal. Four have us have now received the Basic training for the operation and re-play of the CCTV footage, these are: Derek Bonich, Marian Gibson, Rosemary Millet, Christopher Thorne. Key Holders: CCTV Room- Marian Gibson, Christopher Thorne. CCTV Cabinet- Marian Gibson.

**Table Tennis Table (external by Water sports Club):** This is in a sound condition.

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

**Field Gates to Jubilee field car park (lower section):** These are in a reasonable state of repair.

**Field gates main entrance to Jubilee Field:** These are in reasonable state of repair.

**SLPC display Notice board (by Dairy Stores):** This requires repositioning. This is in hand.

**c) 2022 Play inspection report – Cllr C. Thorne**

As included in the Play Equipment report above

**d) Update on Parish Newsletter – To receive a written report from Cllr E. Roberts**

No update was given

**e) Councillors to discuss any Community Initiative Fund (CIF) project/s that meets the CIF criteria which is match-funded by SLPC i.e Climbing Frame, Basketball frame replacement and BMX track upgrade**

**104/2022 Finance**

**a. To receive the Bank reconciliations as at 31<sup>st</sup>. May 2022**

Councillors noted the Bank reconciliations as at 31<sup>st</sup>. May 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 June 2022 and to agree a transfer of funds to meet the Parish Council financial requirements**

Cllr M. Gibson proposed and Cllr R. Millett seconded to authorise the June 2022 payments. **All Agreed**

**d. Councillors to discuss a Zoom meeting on 25<sup>th</sup>. August 2022 at 10am to agree the August payments.**

Cllr M. Gibson proposed and Cllr A. Gardner seconded to hold a Zoom meeting on 25.08.22. **All Agreed**

**105/2022 Councillors to list any defective streetlights with location/s in the village**

No defective streetlights were reported to the Clerk

**106/2022 Items for Next Agenda**

Removal of Portacabin – To keep W.I. informed

Car Park signs to Jubilee field Car park on ECC Highways

**107/2022 Next meeting will be held on 27<sup>th</sup> July 2022 at 7pm in the village hall**

No Full Council meeting in August (Zoom meeting on 25.08.22 at 10am to agree August payments):

28.09.22: 26.10.22: 23.11.22: 14.12.22

**108/2022 Closure of the Meeting**

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

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

Signed

*M. Gibson*

M. Gibson – Chairman of SLPC

27<sup>th</sup>. July 2022