

Dear Councillor

Your attendance is required at the forthcoming meeting of St. Lawrence Parish Council to be held at the Village Hall on **Wednesday 27<sup>th</sup>. March 2024 at 7pm** in the village hall for the purpose of transacting the business ONLY shown on the agenda

*KBMoney* - Kevin B. Money CiLCA - Clerk/RFO to the Council – 21<sup>st</sup>. March 2024

Tel: 07810781509; email [sparishclerk@gmail.com](mailto:sparishclerk@gmail.com)

## **FULL COUNCIL MEETING AGENDA**

**038/2024 Chairmans welcome**

**039/2024 Apologies for Absence**

**040/2024 Declaration of Interest**

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

**041/2024 Minutes**

To confirm and sign the Minutes of the Parish Council meetings held on 28<sup>th</sup>. February 2024

**042/2024 Chairmans report and any update since last meeting**

**043/2024 Essex County Councillor Report – ECC Cllr Wendy Stamp**

**044/2024 District Councillor/s Report – Cllr Linda Haywood**

**045/2024 Public Participation Session with Respect to items on the agenda**

A total maximum time of **15 minutes** is allowed for all public participation sessions

a) **St. Peter's Hospital - Consultation**

**046/2024 Representative Reports**

a) **Greening of the village – Any Updated information since last meeting - Cllr C. Thorne**

b) **Asset Management report – Any Updated information since last meeting - Cllr C. Thorne**

c) **Dengie Hundred Group of Parish Councils – Cllr G. Minish**

d) **Update on seeking a paid Litter picking person/s for the village**

e) **CCTV update - Cllr J. Pollock**

**047/2024 Planning Application/s**

**FUL/MAL/24/00167 - Land Adjacent To Peacehaven Moorhen Avenue St Lawrence**

Installation of boundary fence and gate

Documents can be found at

<https://cdp.maldon.gov.uk/planning/planning-documents?SDescription=24/00167/FUL>

**24/00219/FUL - 514 Moorhen Avenue St Lawrence Southminster Essex**

Demolition of existing stables and construction of ancillary annex

Documents can be found at

<https://cdp.maldon.gov.uk/planning/planning-documents?SDescription=24/00219/FUL>

**048/2024 Planning decision/s made by MDC affecting St. Lawrence**

**HOUSE/MAL/23/01250 - 514 Moorhen Avenue St Lawrence Southminster Essex**

Demolition of existing stables and construction of a single storey outbuilding

**APPROVE** subject to conditions

**049/2024 Finance**

- a. To receive the Bank reconciliations as at 29<sup>th</sup>. February 2024
- b. To receive the comparison of Actual to Budgeted for 2023/24
- c. To approve the payment of Accounts for March 2024 and to agree a transfer of funds to meet the Parish Council financial requirements
- d. Councillors to discuss the impending move for emails to go over to .gov.uk – The Clerk update

**050/2024 Councillors to list any defective streetlights with location/s in the village**

**051/2024 Items for Next Agenda**

**052/2024 Next meeting will be held on 24<sup>th</sup>. April 2024 at 7pm in the village hall**

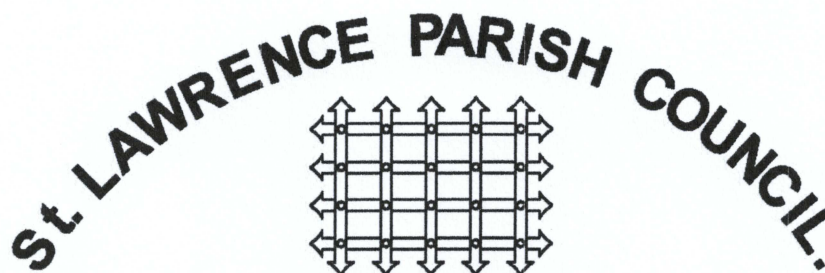
**053/2024 Councillors to note meeting dates in 2024**

**22.05.24 (AVM & AGM): 26.06.24: 24.07.24: 25.09.24: 23.10.24: 27.11.24: 18.12.24**

**054/2024 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 28<sup>th</sup>. February 2024 at 7pm in the Village Hall.**

Present: Cllrs M. Gibson (Chairman), R. Millett, G. Minish, J. Pollock and Kevin B. Money (Clerk to Parish Council). There were 11 members of the public present

**020/2024 Chairmans welcome.** The Chairman welcomed everyone to the meeting

**021/2024 Apologies for Absence** were received from ECC Cllr W. Stamp, MDC Cllr L. Haywood, Cllr C. Crump, Cllr A. Gardner and Cllr C. Thorne

**022/2024 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 029/2024 (Stone Sailing Club), Cllr R. Millett declared an interest in item 029/2024 (Stone Sailing Club)

**023/2024 Minutes**

To confirm and sign the Minutes of the Parish Council meeting held on 24<sup>th</sup>. January 2024. **All Agreed**

**024/2024 Chairmans report and any update since last meeting**

The main item to note is that the new basketball goal is being installed this week. The frame is in now and the net will be put up on Friday. Much of the funding for this is coming from the ECC Locality Funding – thanks to our County Councillor, Wendy Stamp.

We now need to turn our attention to other play equipment replacement / improvement.

A sunken fishing boat has been reported to the river Bailiff.

It appears that youth football will be starting up again very soon.

**025/2024 Essex County Councillor Report – ECC Cllr Wendy Stamp**

Cllr W. Stamp has supplied information throughout the month that has been forwarded onto Councillors and placed on the website

**026/2024 District Councillor/s Report – Cllr Linda Haywood.** No report was given

**027/2024 Public Participation Session with Respect to items on the agenda**

**A total maximum time of 15 minutes is allowed for all public participation sessions**

a) Blackwater Soccer & Youth Football

Some years ago, the youth football club is starting up again on a Wednesday evening. He is also looking at having a regular football team playing on the recreation ground. The Parish councils hopes that this venture will be well supported.

b) Quotation for maintenance to the defibrillator cabinet at the sailing club  
Defibrillator cabinets need repair. Quote of £112 to get the electrics and cabinet.

No questions were asked

**028/2024 Representative Reports**

a) **Greening of the village** – To receive a report from Cllr C. Thorne. No report was given

b) **Asset Management report** – To receive a report from Cllr C. Thorne. No report was given

c) **Dengie Hundred Group of Parish Councils** – update from Cllr G. Minish

The next DHGPC is scheduled for 6th March 2024. The meeting will start at 7pm at Althorne Parish Hall Summer Hill Althorne CM3 6BY.

d) **Update on seeking a paid Litter picking person/s for the village.** No update on the vacant Position

Signed

M. Gibson – Chairman of SLPC

27<sup>th</sup>. March 2024



**e) Funding for play equipment** – ECC Locality Funding approved £1000 for part payment of a new Basketball goal – Update from the Clerk. A further £374.31p totalling £1374.31p from ECC

**029/2024 Planning Application/s**

**23/01224/PADOT** - Stone Sailing Club Tinnocks Lane St Lawrence Southminster

Prior notification for the installation of solar panels and 10KVA inverter with 22 panels on one pitched roof. **RESOLVED:** No objections to this application

**23/01194/HOUSE** - Beverley 28 Main Road St Lawrence Southminster

S73A application for the erection of wooden fencing and gravel boards following removal of hedges.

**RESOLVED:** Refuse this Retrospective planning application due to the fence erected along the site frontage, by reason of its location, height, extent and design, is an incongruous and overbearing feature within the street scene to the detriment of the character and appearance of the site and the surrounding area, contrary to policies D1 and H4 of the approved Local Development Plan and the National Planning Policy Framework.

**030/2024 Planning decision/s made by MDC affecting St. Lawrence**

**FUL/MAL/23/01139** - Land Adjacent To Peacehaven Moorhen Avenue St Lawrence Essex

Retention of boundary fence and gate. **REFUSE** for the following reason:-

The fence erected along the site frontage, by reason of its location, height, extent and design, is an incongruous and overbearing feature within the street scene to the detriment of the character and appearance of the site and the surrounding area, contrary to policies D1 and H4 of the approved Local Development Plan and the National Planning Policy Framework

**031/2024 Planning Appeal/s made affecting St. Lawrence**

TOWN AND COUNTRY PLANNING ACT 1990

Waterside Country Park Limited Waterside Holiday Park Main Road St Lawrence

Claim for lawful development certificate for a proposed use of land for the stationing of static caravans for the purpose of human habitation throughout the year.

Application Ref: 21/00637/LDP PP-09934064: Appeal Ref: APP/X1545/X/22/3298784

**032/2024 Finance**

a. To receive the Bank reconciliations as at 31<sup>st</sup>. January 2024

Councillors noted the Bank reconciliations as at 31<sup>st</sup>. January 2024

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 February 2024 and to agree a transfer of funds to meet the Parish Council financial requirements. **All Agreed**

**033/2024 Councillors to list any defective streetlights with location/s in the village**

No defective streetlights have been reported to the Clerk

CCTV floodlight is facing towards the road and requires adjusting.

**034/2024 Items for Next Agenda**

**035/2024 Next meeting will be held on 27<sup>th</sup>. March 2024 at 7pm in the village hall**

**036/2024 Councillors to note meeting dates in 2024**

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

**037/2024 Closure of the Meeting**

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

The Chairman then closed the meeting at 7.30pm and thanked everyone for attending.



<b>BANK RECONCILIATION - Financial year ending 31.03.24</b>				
Bank Balance as at	<b>30.04.23</b>	<b>31.05.23</b>	<b>30.06.23</b>	<b>31.07.23</b>
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
<b>Total:</b>	<b>£ 78,396.03</b>	<b>£ 76,270.99</b>	<b>£ 75,061.11</b>	<b>£ 72,789.44</b>
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	£ -
<b>Net Bank Balances</b>	<b>£ 78,396.03</b>	<b>£ 76,270.99</b>	<b>£ 75,061.11</b>	<b>£ 72,789.44</b>
<b>CASH BOOK</b>				
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
<b>Total</b>	<b>£ 80,951.52</b>	<b>£ 80,951.52</b>	<b>£ 80,969.17</b>	<b>£ 81,019.17</b>
Less Payments	£ 2,555.49	£ 4,680.53	£ 5,908.06	£ 8,229.73
<b>Grand Total</b>	<b>£ 78,396.03</b>	<b>£ 76,270.99</b>	<b>£ 75,061.11</b>	<b>£ 72,789.44</b>
<b>Difference</b>	<b>£ 0.00</b>	<b>£ 0.00</b>	<b>£ -</b>	<b>£ -</b>
Bank Balance as at	<b>31.08.23</b>	<b>30.09.23</b>	<b>31.10.23</b>	<b>30.11.23</b>
Unity Trust Bank - Current a/c	£ 69,601.94	£ 64,500.31	£ 62,767.66	£ 61,687.98
Unity Trust Bank - EMR	£ 3,151.62	£ 3,173.03	£ 3,173.03	£ 3,173.03
<b>Total:</b>	<b>£ 72,753.56</b>	<b>£ 67,673.34</b>	<b>£ 65,940.69</b>	<b>£ 64,861.01</b>
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	£ -
<b>Net Bank Balances</b>	<b>£ 72,753.56</b>	<b>£ 67,673.34</b>	<b>£ 65,940.69</b>	<b>£ 64,861.01</b>
<b>CASH BOOK</b>				
Balance as at 01.04.23	£ 46,697.52	£ 46,697.52	£ 46,697.52	£ 46,697.52
Plus Receipts	£ 34,321.65	£ 34,343.06	£ 35,405.05	£ 35,383.06
<b>Total</b>	<b>£ 81,019.17</b>	<b>£ 81,040.58</b>	<b>£ 82,102.57</b>	<b>£ 82,080.58</b>
Less Payments	£ 8,265.61	£ 13,367.24	£ 16,139.89	£ 17,219.57
<b>Grand Total</b>	<b>£ 72,753.56</b>	<b>£ 67,673.34</b>	<b>£ 65,962.68</b>	<b>£ 64,861.01</b>
<b>Difference</b>	<b>£ -</b>	<b>£ 0.00</b>	<b>-£ 21.99</b>	<b>£ 0.00</b>
Bank Balance as at	<b>31.12.23</b>	<b>31.01.24</b>	<b>29.02.24</b>	
Unity Trust Bank - Current a/c	£ 60,306.53	£ 59,129.38	£ 54,420.84	
Unity Trust Bank - EMR	£ 3,195.02	£ 3,195.02	£ 3,195.02	
<b>Total:</b>	<b>£ 63,501.55</b>	<b>£ 62,324.40</b>	<b>£ 57,615.86</b>	
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	
<b>Net Bank Balances</b>	<b>£ 63,501.55</b>	<b>£ 62,324.40</b>	<b>£ 57,615.86</b>	
<b>CASH BOOK</b>				
Balance as at 01.04.23	£ 46,697.52	£ 46,697.52	£ 46,697.52	
Plus Receipts	£ 35,472.45	£ 35,528.70	£ 35,528.70	
<b>Total</b>	<b>£ 82,169.97</b>	<b>£ 82,226.22</b>	<b>£ 82,226.22</b>	
Less Payments	£ 18,668.42	£ 19,901.82	£ 24,610.36	
<b>Grand Total</b>	<b>£ 63,501.55</b>	<b>£ 62,324.40</b>	<b>£ 57,615.86</b>	
<b>Difference</b>	<b>-£ 0.00</b>	<b>-£ 0.00</b>	<b>-£ 0.00</b>	



Your Current T1 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
29/02/2024	Faster Payment Debit	B/P to: Playquip	£2,556.00	£0.00	£55,828.38
29/02/2024	Faster Payment Debit	B/P to: Maldon DC	£194.54	£0.00	£55,633.84
29/02/2024	Faster Payment Debit	B/P to: St Lawrence Church	£600.00	£0.00	£55,033.84
29/02/2024	Faster Payment Debit	B/P to: Kevin B. Money	£493.40	£0.00	£54,540.44
29/02/2024	Faster Payment Debit	B/P to: HMRC	£119.60	£0.00	£54,420.84

I 35467.65 + 61.05  
E 24610.36



# Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc  
PO Box 7193  
Planetary Road  
Willenhall  
WV1 9DG

Mr Kevin Money  
St Lawrence Parish Council  
7 Roach Vale  
Colchester  
CO4 3YN

**Date:** 29/02/2024

**Account Name:** St. Lawrence Parish Council

**Swift Code (BIC):** NWBKGB2L  
**IBAN Number:** GB93NWBK60023571418024

**Sort Code:** 608301  
**Account Number:** 20410104

Your arranged overdraft limit is £0.00

Our new Online Banking is now available for everyone to use, giving you benefits like a refreshed new look, with simpler navigation. Finding your way around on a desktop or mobile phone is easier than ever.



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: [FSCS.org.uk](https://www.fscs.org.uk) or refer to our FSCS Information Sheet and Exclusions List at [unity.co.uk/fscs](https://www.unity.co.uk/fscs)

## Contact Us

- Call us: **0345 140 1000**
- Email us: [us@unity.co.uk](mailto:us@unity.co.uk)
- Visit us: [unity.co.uk](https://www.unity.co.uk)

## Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/01/2024		Balance brought forward	£0.00	£0.00	£59,129.38
15/02/2024	Direct Debit	Direct Debit (A J LIGHTING)	↘ £35.88	£0.00	£59,093.50
27/02/2024	Faster Payment Debit	B/P to: St Lawrence V Hall	↘ £600.00	£0.00	£58,493.50
29/02/2024	Faster Payment Debit	B/P to: Wilson Electrical	↘ £109.12	£0.00	£58,384.38

Page number 1 of 3

Statement number 077

**For Businesses.  
For Communities.  
For Good.**

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Unity Trust Bank is entered in the Financial Services Register under number 204570. Registered Office: Four Brindleyplace, Birmingham, B1 2JB. Registered in England and Wales no. 1713124. Calls may be monitored and recorded for training, quality and security purposes. © Unity Trust Bank. All Rights Reserved.





# Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc  
PO Box 7193  
Planetary Road  
Willenhall  
WV1 9DG

Mr Kevin Money  
St Lawrence Parish Council  
7 Roach Vale  
Colchester  
CO4 3YN

**Date:** 29/02/2024

**Account Name:** St. Lawrence Parish Council

**Swift Code (BIC):** NWBKGB2L  
**IBAN Number:** GB93NWBK60023571418024

**Sort Code:** 608301  
**Account Number:** 20410117

Our new Online Banking is now available for everyone to use, giving you benefits like a refreshed new look, with simpler navigation. Finding your way around on a desktop or mobile phone is easier than ever.

The credit interest rate is 2.75% AER as of your statement date.



## Contact Us

- Call us: **0345 140 1000**
- Email us: **us@unity.co.uk**
- Visit us: **unity.co.uk**

For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at **unity.co.uk/fscs**

Your Instant Access account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
31/01/2024		Balance brought forward	£0.00	£0.00	✓ £3,195.02



<b>ST. LAWRENCE PC BUDGET AGAINST ACTUALS REPORT 2023/2024</b>				
		<b>2023/24 Budget</b>	<b>Total Income / Spend Mar '24</b>	<b>Left in Budget as at Mar '24</b>
<b>Inc</b>	Precept	33214	£ 33,214.00	
	Aylett Charity Trustees	50	£ 50.00	
	Other Income / VAT Refund	0	£ 123.65	
	Bank Interest	10	£ 61.05	
	Mooring Fees	2580	£ 2,080.00	
	<b>TOTAL</b>	<b>35854</b>	<b>£ 35,528.70</b>	
<b>Exp.</b>				
	Salary	7016	£ 7,198.08	<b>-£ 182.08</b>
	Office Allowance	180	£ 180.00	£ -
	Payroll	120	£ 60.00	£ 60.00
	Office Expenses	125	£ 68.83	£ 56.17
	Audit Fees	475	£ 335.00	£ 140.00
	Meeting Cost	110	£ -	£ 110.00
	Travel	400	£ 252.00	£ 148.00
	<b>TOTAL</b>	<b>8426</b>	<b>£ 8,093.91</b>	<b>£ 332.09</b>
	Chairmans Allowance	300	£ -	£ 300.00
	E.ON Street Electricity	1200	£ 1,010.03	£ 189.97
	Lighting Maintenance (A&J)	1000	£ 1,039.30	<b>-£ 39.30</b>
	Insurance	893	£ 966.31	<b>-£ 73.31</b>
	EALC/NALC/RCCE/Zoom Subscriptions	675	£ 603.59	£ 71.41
	Bank Charges	80	£ 54.00	£ 26.00
	Website	150	£ -	£ 150.00
	Cllr & Clerk Training	1000	£ 75.00	£ 925.00
	Councillor Expenses	250	£ -	£ 250.00
	S137 Donations	1225	£ 1,225.00	£ -
	S137 Litter Picking & Equipment	900	£ 50.91	£ 849.09
	Recreation Ground / Equipment	6000	£ 2,140.57	£ 3,859.43
	Repairs - Maintenance to equipment and site	2000	£ 116.00	£ 1,884.00
	Repairs to Portacabin	1000	£ 3,144.00	<b>-£ 2,144.00</b>
	Greening of the Village	500	£ 108.89	£ 391.11
	Grass Cutting	5000	£ 2,620.24	£ 2,379.76
	CCTV - Service & Repairs	1000	£ 275.00	£ 725.00
	Defibrillator	300	£ 372.63	-£ 72.63
	Play Equipment inspection	75	£ 65.10	£ 9.90
	MDC - Tru-Cam	800	£ 162.12	£ 637.88
	Coronation Event	500	£ 35.00	£ 465.00
	Mooring Fees to Crown Estate	2580	£ 4,320.00	<b>-£ 1,740.00</b>
	Election cost	0	£ 130.45	<b>-£ 130.45</b>
	<b>TOTAL</b>	<b>27428</b>	<b>£ 18,514.14</b>	<b>£ 9,044.31</b>
	<b>GRAND TOTAL</b>	<b>35854</b>	<b>£ 26,608.05</b>	<b>£ 9,376.40</b>
	Plus VAT	<b>£ 1,463.25</b>		
	<b>Total Expenditure</b>	<b>£ 28,071.30</b>		

SLPC FINANCE MARCH 2024						
Income:		Expenditure				
Chq No.	Invoice No.	Payee	Cost	VAT	Total	SLPC Ref. No.
DD		A&J Lighting - Monthly maintenance	£ 29.90	£ 5.98	£ 35.88	82
BACS	Mar '24	Kevin B. Money Clerk Salary	£ 493.40	£ -	£ 493.40	83
BACS	Mar '24	HMRC - Tax on Clerk salary	£ 119.60	£ -	£ 119.60	84
BACS	2790022	MDC - Parish Election cost 2023	£ 130.45	£ -	£ 130.45	85
BACS	30922948	The Crown Estate - Mooring Fees	£2,240.00	£ -	£ 2,240.00	86
BACS	2954	HDD - CCTV service	£ 275.00	£ 55.00	£ 330.00	87
BACS		Wilson Electrical - Repair to Defib.	£ 111.61	£ -	£ 111.61	88
		<b>TOTAL:</b>	<b>£3,399.96</b>	<b>£ 60.98</b>	<b>£ 3,460.94</b>	
		Donates already paid				





<b>Tax Date</b>	<b>Estimate</b>
13/03/2024	19733

<b>Invoice To</b>
Parish Council Move to .gov.uk Domain

<b>Delivery To</b>

<b>Order Number</b>	<b>Call Ref Number</b>	<b>Payment Due Within</b>	<b>Account Ref</b>		
		14 Days	ALB003		

Quantity	Service Details	Unit Price	Net Amount	VAT Amount
1.00	Domain Registration gov.uk 2 Years	119.0000	119.00	23.80
0.00	-pc.gov.uk	0.0000	0.00	0.00
1.00	10 POP3 Mail Box Includes Virus & Spam Scanning (12	42.0000	42.00	8.40
0.00	50gb storage per mail box Yearly	0.0000	0.00	0.00
1.00	One Off Migration 11 email Accounts Form gmail	60.0000	60.00	12.00
1.00	Website Development Migration on WordPress Site	120.0000	120.00	24.00
1.00	Standard Web Site Hosting Package (12 Months)	60.0000	60.00	12.00
0.00	-pc.gov.uk	0.0000	0.00	0.00
0.00	Central Government Discount! Please Remove £100 +vat	0.0000	0.00	0.00
0.00	From Our Costing	0.0000	0.00	0.00

*TERMINATION*

<b>Estimates Are Only Valid Till 4pm Friday</b>	Total Net Amount	401.00
	Total VAT Amount	80.20
	Carriage	0.00
	Invoice Total	481.20
Registered Office 5 Brook Drive Whitefield Manchester M45 8FR UK Tel: +44 (0) 161 796 5272 Fax +44 (0) 161 796 5274 Company No: 322 4544 Vat No: GB 685 9161 88 E: ebilling@macintoshelectronics.com www.macintoshelectronics.com		<b>Please Make All Cheques Payable To Macintosh Electronics Ltd</b>