

Dear Councillor

Your attendance is required at the forthcoming meeting of St. Lawrence Parish Council to be held at the Village Hall on **Wednesday 26th. June 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 – 20th. June 2024

Tel: 07810781509: email clerk@st.lawrence-pc.gov.uk

FULL COUNCIL MEETING AGENDA

095/2024 Chairmans welcome

a) To accept the resignation of Chelsea Crump as a Parish Councillor

096/2024 Apologies for Absence

097/2024 Declaration of Interest

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

098/2024 Minutes

To confirm and sign the Minutes of the Annual Parish meeting held on 22nd. May 2024

To confirm and sign the Minutes of the Annual General meeting held on 22nd. May 2024

To confirm and sign the Minutes of the Parish Council meeting held on 22nd. May 2024

099/2024 Chairmans report and any update since last meeting

100/2024 Public Participation Session with Respect to items on the agenda

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

101/2024 Representative Reports

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

102/2024 Planning Application/s

24/00467/HOUSE - Barden High View St Lawrence Southminster

Single storey rear extension.

Documents can be found at

<https://cdp.maldon.gov.uk/planning/planning-documents?SDescription=24/00467/HOUSE>

24/00486/WTPO - The Gnomes 91 Main Road St Lawrence Southminster

T1 on TPO 6/81 - Turkey Oak - Height reduction of 2m. Crown lift to 4m. Lateral reduction of 2.5m.

Remove Ivy band.

Documents can be found at

<https://cdp.maldon.gov.uk/planning/planning-documents?SDescription=24/00486/WTPO>

103/2024 Planning decision/s made by MDC affecting St. Lawrence

104/2024 Finance

a. To receive the Bank reconciliations as at 31st. May 2024

b. To receive the comparison of Actual to Budgeted for 2024/25

c. To approve the payment of Accounts for June 2024 and to agree a transfer of funds to meet the Parish Council financial requirements

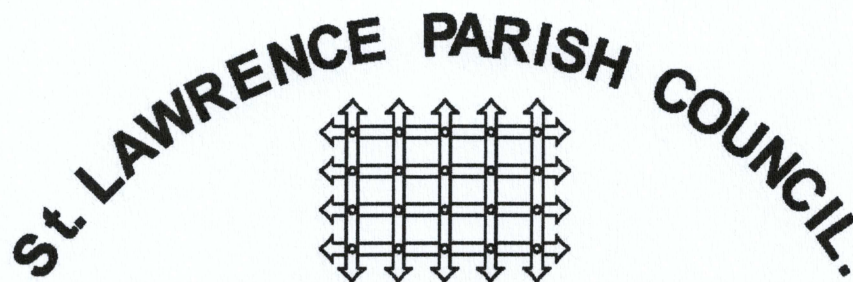
NEW EMAIL ADDRESS: clerk@stlawrence-pc.gov.uk

PARISH COUNCIL WEBSITE ADDRESS IS <https://e-voice.org.uk/stlawrenceparishcouncil/>

- 105/2024** Councillors to list any defective streetlights with location/s in the village
- 106/2024** Items for Next Agenda
- 107/2024** Next meeting will be held on 24th. July 2024
- 108/2024** Councillors to note meeting dates in 2024: 25.09.24: 23.10.24: 27.11.24: 18.12.24
- 109/2024** Closure of the Meeting
To close the Meeting having considered and determined all items of business.

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Minutes of the Annual Parish meeting held on Wednesday 22nd. May 2024 at 7pm in the Village Hall.

Present: Cllrs M. Gibson (Chairman), A. Gardner, R. Millett, G. Minish, J. Pollock, C. Thorne, MDC L. Haywood and Kevin B. Money (Clerk to Parish Council). There were 4 members of the public present

1. **Welcome.** The Chairman welcomed everyone to the meeting
2. **Apologies for absence** were received from ECC Cllr W. Stamp
3. **2023-24 Chairman's report**

I would like to start this report by thanking all my fellow Councillors for their work over the last 12 months. I would also like to thank our clerk, Kevin Money for the constant support and advice he gives the Council.

The Parish Council, within the last year, has replaced the basketball goal and a replacement toddlers climbing frame is on order. As a result of the regular maintenance check on the CCTV system, which covers the field and car park, components that were coming to the end of their life have been replaced – this during 2024/25 financial year. We also have the routine maintenance jobs - grass and hedge cutting, maintaining street lights along most of Main Road and administration costs including insurance on the parish's assets. Work is now underway to assess the likely requirements for maintenance in the next couple of years.

We are of course aware that there are always more things to be done but our limited budget – which comes by way of the Council Precept as part of residents' Council Tax bill means that we have to prioritise in order to get best value for residents' money.

The Greening the Village project is ongoing. This village does not have expanses of public land. The Jubilee Field is a multi-purpose space so there is a limit to how much planting can be done without encroaching on the play areas. It is worth remembering that until some 20 years ago there was no public open space in the village.

We have been in constant touch with the authorities regarding issues around speeding and parking in the village. Regular Tru Cam checks are being done, and, no, we don't know in advance when they are going to be here. There has been a survey of the yellow lines along Main Road and we have been assured that they will be repainted after which enforcement can be done.

It feels like a constant battle to get essential road repairs done. There are potholes in the village that were highlighted a couple of years ago that are still waiting for attention. I've spent some time going through all the highways defects listed on the ECC site – the frightening part for us is that almost without exception there is a vague reference to planned maintenance but no indication of timescale! Remember that anyone can report highways defects using the online facility.

The Parish Council is seven people strong. Our clerk, Kevin Money works very part time keeping us within the confines of the law but we are here on the ground. We are all volunteers. We are all happy to do what we can to help with issues but sometimes we just have to refer things on – and hope that the authorities actually realise where St Lawrence is.

4. **Essex County Councillor's report.** A report was supplied prior to the meeting. This can be found at <https://e-voice.org.uk/stlawrenceparishcouncil/reports/>
5. **Maldon District Councillor's report** - To receive a report from MDC Cllr Linda Haywood
 - MDC received funding for BMX track and skatepark at Burnham
 - Splash Park re-opening during school holidays only but can be hired outside school holidays
 - Burnham pontoon has received the go-ahead and will be completed within a year
 - Parking in Maldon High Street has changed with an increase in parking cost. Free bays have been taken away. MDC has decided to remove the Whitehorse car park with the local businesses not happy.
 - Car parking machines are now card and cash payments

Signed

M. Gibson – Chairman of SLPC

26th. June 2024

- MDC Council tax increased by 2.98%
- Garden waste cost rose from £50 to £70
- Local Development plan is being reviewed. Land supply is now more than 5-year supply
- MDC offices are now open during the day but most MDC officers are hybrid working.

6. Public Forum

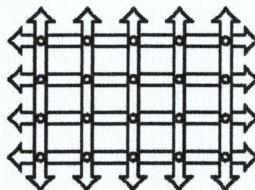
Local government electors, included on the current electoral roll in the parish of St. Lawrence, may ask questions of the Council, which will usually be answered by the Chairman, the Clerk to the Council, or a designated Councillor. It is sometimes helpful to let the Clerk have prior notice of any matters you may wish to raise.

A resident spoke about the TruCam system in the village and how successful in prosecuting offenders.

7. Closure of the meeting. To close the Meeting at the conclusion of all business.

The Chairman then closed the meeting at 7.25pm and thanked everyone for attending.

St. LAWRENCE PARISH COUNCIL.



Minutes of the Parish Council AGM meeting held on Wednesday 24th. April 2024 at 7.25pm in the Village Hall.

Present: Cllrs M. Gibson (Chairman), A. Gardner, R. Millett, G. Minish, J. Pollock, C. Thorne, MDC L. Haywood and Kevin B. Money (Clerk to Parish Council). There were 8 members of the public present

073/2024 2023/24 Chairman Welcome

074/2024 Apologies for Absence were received from ECC Cllr W. Stamp

075/2024 Election of Chairman for the 2024/25 year

Cllr C. Thorne proposed Cllr M. Gibson to act as Chair for the 2024-2025 year. Cllr A. Gardner seconded. **All Agreed.** The Chairman then signed the Declaration of Acceptance of Office form

076/2024 Election of Vice-Chairman for the 2024/25 year

Cllr A. Gardner proposed Cllr C. Thorne to act as Vice-Chair for the 2024-2025 year. Cllr R. Millett seconded. **All Agreed.** The Vice-Chair then signed the Declaration of Acceptance of Office form

077/2024 Election of Appointments and Employment committee

Cllr M. Gibson proposed the 2024-2025 appointments and employment committees. Cllr C. Thorne seconded. **All Agreed**

The 2024/2025 appointments can be found at

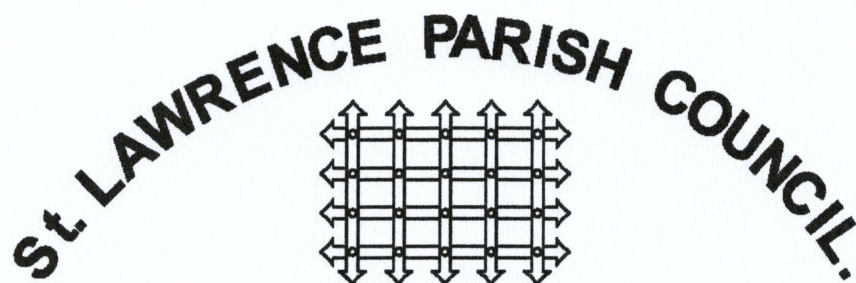
<https://e-voice.org.uk/stlawrenceparishcouncil/councillors/2024-2025/>

078/2024 To re-adopt all Council policies

Cllr M. Gibson proposed re-adopting all the Council policies. Cllr A. Gardner seconded. **All Agreed**

079/2023 2024/25 Chairman to Close Annual meeting

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



Minutes of the Parish Council meeting held on Wednesday 22nd. May 2024 at 7.30pm in the Village Hall.

Present: Cllrs M. Gibson (Chairman), A. Gardner, R. Millett, G. Minish, J. Pollock, C. Thorne MDC L. Haywood and Kevin B. Money (Clerk to Parish Council). There were 5 members of the public present

080/2024 Chairmans welcome

081/2024 Apologies for Absence were received from ECC Cllr W. Stamp

082/2024 Declaration of Interest

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

Cllr C. Thorne declared an interest in item 089/2024

Cllr M. Gibson declared an interest in item 087/2024

083/2024 Minutes

To confirm and sign the Minutes of the Parish Council meetings held on 24th. April 2024. **All Agreed**

084/2024 Chairmans report and any update since last meeting

I would like to start this report by thanking all my fellow Councillors for their work over the last 12 months. I would also like to thank our clerk, Kevin Money for the constant support and advice he gives the Council.

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085/2024 Public Participation Session with Respect to items on the agenda

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

No questions from the public

Signed

26th. June 2024

M. Gibson – Chairman of SLPC

086/2024 Representative Reports

a) **Greening of the village – Any Updated information since last meeting** - Cllr C. Thorne
A resident is happy to take control of the greening of the village

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

c) **Dengie Hundred Group of Parish Councils** – Cllr G. Minish. Nothing to report

087/2024 Planning Application/s

24/00368/FUL - Stone Sailing Club Tinnocks Lane St Lawrence Southminster

Install solar panels to reduce electrical grid consumption.

RESOLVED: Support this planning application

088/2024 Planning decision/s made by MDC affecting St. Lawrence

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

Installation of boundary fence and gate. **APPROVE** subject to conditions

Planning Appeal/s

23/00065/FUL - Land Adjacent To Peacehaven Moorhen Avenue St Lawrence Essex

Replacement of caravan for holiday use Appeal Ref: APP/X1545/W/24/3339362

Appeal Start Date: 9 May 2024

089/2024 Finance

a. To receive the Bank reconciliations as at 30th. April 2024

Councillors noted the Bank reconciliations as at 30th. April 2024

b. To receive the comparison of Actual to Budgeted for 2024/25

Councillors noted the comparison of Actual to Budgeted for 2024/25

c. To approve the payment of Accounts for May 2024 and to agree a transfer of funds to meet the

Parish Council financial requirements. **All Agreed**

090/2024 Councillors to list any defective streetlights with location/s in the village

No defective lights reported

091/2024 Items for Next Agenda

Payment from 2 traders using the car park

092/2024 Next meeting will be held on 26th. June 2024**093/2024 Councillors to note meeting dates in 2024**

24.07.24: 25.09.24: 23.10.24: 27.11.24: 18.12.24

094/2024 Closure of the Meeting

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

The Chairman then closed the meeting at 7.45pm and thanked everyone for attending.

| BANK RECONCILIATION - Financial year ending 31.03.25 | | | | |
|---|-------------|-------------|----------|----------|
| Bank Balance as at | 30.04.24 | 31.05.24 | 30.06.24 | 31.07.24 |
| Unity Trust Bank - Current a/c | £ 53,698.24 | £ 74,888.69 | | |
| Unity Trust Bank - EMR | £ 3,216.93 | £ 3,216.93 | | |
| Total: | £ 56,915.17 | £ 78,105.62 | | |
| Less Unpresented cheques | | | | |
| | | | | |
| Total of unpresented cheques | £ - | £ - | | |
| Net Bank Balances | £ 56,915.17 | £ 78,105.62 | | |
| CASH BOOK | | | | |
| Balance as at 01.04.24 | £ 57,542.12 | £ 57,542.12 | | |
| Plus Receipts | £ 3,747.73 | £ 38,028.33 | | |
| Total | £ 61,289.85 | £ 95,570.45 | | |
| Less Payments | £ 4,374.68 | £ 17,464.83 | | |
| Grand Total | £ 56,915.17 | £ 78,105.62 | | |
| Difference | -£ 0.00 | -£ 0.00 | | |
| <hr/> | | | | |
| Bank Balance as at | 31.08.24 | 30.09.24 | 31.10.24 | 30.11.24 |
| 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 01.04.24 | | | | |
| Plus Receipts | | | | |
| Total | | | | |
| Less Payments | | | | |
| Grand Total | | | | |
| Difference | | | | |
| <hr/> | | | | |
| Bank Balance as at | 31.12.24 | 31.01.25 | 28.02.25 | 31.03.25 |
| 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 01.04.24 | | | | |
| Plus Receipts | | | | |
| Total | | | | |
| Less Payments | | | | |
| Grand Total | | | | |
| Difference | | | | |

ST. LAWRENCE PC BUDGET AGAINST ACTUALS REPORT 2024/2025

| | | 2024/25 Budget | Total Income / Spend June '24 | Left in Budget as at June '24 |
|-------------|--|--------------------|--|----------------------------------|
| Inc | Precept | 34233 | £ 34,280.60 | |
| | Aylett Charity Trustees | 50 | £ - | |
| | Other Income / VAT Refund | 0 | £ 1,507.73 | |
| | Bank Interest | 10 | £ - | |
| | Mooring Fees | 2580 | £ 2,240.00 | |
| | TOTAL | 36873 | £ 38,028.33 | |
| Exp. | | | | |
| | Salary | 7016 | £ 1,794.00 | £ 5,222.00 |
| | Office Allowance | 180 | £ 45.00 | £ 135.00 |
| | Payroll | 120 | £ 60.00 | £ 60.00 |
| | Office Expenses | 125 | £ 60.05 | £ 64.95 |
| | Audit Fees | 475 | £ 148.40 | £ 326.60 |
| | Meeting Cost | 110 | £ - | £ 110.00 |
| | Travel | 400 | £ - | £ 400.00 |
| | TOTAL | 8426 | £ 2,107.45 | £ 6,318.55 |
| | Chairmans Allowance | 300 | £ - | £ 300.00 |
| | E.ON Street Electricity | 1200 | £ 402.56 | £ 797.44 |
| | Lighting Maintenance (A&J) | 1000 | £ 159.70 | £ 840.30 |
| | Insurance | 893 | £ 1,013.23 | -£ 120.23 |
| | EALC/NALC/RCCE/Zoom Subs | 675 | £ 426.00 | £ 249.00 |
| | Bank Charges | 80 | £ - | £ 80.00 |
| | Website | 150 | £ - | £ 150.00 |
| | Cllr & Clerk Training | 1000 | £ - | £ 1,000.00 |
| | Councillor Expenses | 250 | £ - | £ 250.00 |
| | S137 Donations | 1225 | £ - | £ 1,225.00 |
| | S137 Litter Picking & Equipment | 900 | £ - | £ 900.00 |
| | Recreation Ground / Equipment | 6000 | £ 6,499.37 | -£ 499.37 |
| | Repairs - Maintenance to equipment and site | 2000 | £ - | £ 2,000.00 |
| | Repairs to Portacabin | 1000 | £ - | £ 1,000.00 |
| | Greening of the Village | 500 | £ - | £ 500.00 |
| | Grass Cutting | 5000 | £ 877.63 | £ 4,122.37 |
| | CCTV - Service & Repairs | 1000 | £ 2,869.00 | -£ 1,869.00 |
| | Defibrillator | 300 | £ - | £ 300.00 |
| | Play Equipment inspection | 75 | £ 65.10 | £ 9.90 |
| | MDC - Tru-Cam | 800 | £ - | £ 800.00 |
| | Coronation Event | 500 | £ - | £ 500.00 |
| | Mooring Fees to Crown Estate | 2580 | £ 2,240.00 | £ 340.00 |
| | Election cost | 0 | £ - | £ - |
| | TOTAL | 27428 | £ 14,552.59 | £ 12,875.41 |
| | GRAND TOTAL | 35854 | £ 16,660.04 | £ 19,193.96 |
| | Plus VAT | £ 2,126.29 | | |
| | Total Expenditure | £ 18,786.33 | | |

| SLPC FINANCE JUNE 2024 PAYMENTS | | | | | | |
|--|------------|------------------------------------|------------------|----------------|-------------------|----------------------|
| INCOME: | | | | | | |
| EXPENDITURE | | | | | | |
| Invoice | | Payee | Cost | VAT | Total | SLPC Ref. No. |
| Chq No. | No. | | | | | |
| DD | | A&J Lighting - Monthly maintenance | £ 29.90 | £ 5.98 | £ 35.88 | 20 |
| BACS | June '24 | Kevin B. Money - Clerk salary | £ 493.40 | £ - | £ 493.40 | 21 |
| BACS | June '24 | HMRC - Tax on Clerk salary | £ 119.60 | £ - | £ 119.60 | 22 |
| BACS | 6111 | MSJ Garwood - Grass cutting May | £ 495.42 | £ 99.08 | £ 594.50 | 23 |
| BACS | 17890722 | MDC - Play Inspection | £ 65.10 | £ 13.02 | £ 78.12 | 24 |
| TOTAL: | | | £1,203.42 | £118.08 | £ 1,321.50 | |
| | | Denotes already paid | | | | |