

Corringham Parish Council

Minutes of the Ordinary Meeting of the Parish Council March 4th 2025

Minutes of the Ordinary Meeting of Corringham Parish Council, held on March 4th, 2025, 7.15 pm at Corringham Village Hall

Present:

Parish Councillors: D Semley (Chairman), J Tipping, M Parr, S Bibb, R Craven

7.15pm – Public Forum: Two members of WLDC attended

Item:

11. CHAIRMAN’S WELCOME - Cllr. Semley welcomed all to the meeting, including the members of WLDC, and informed all that Standing Orders were in place

12. APOLOGIES FOR ABSENCE - Cllr. Johnson (work commitments), Cllr. Blades (personal).

13. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS – None in relation to items on the agenda

14. MINUTES & MATTERS ARISING

It was **RESOLVED** to accept the minutes from the meeting on February 4th 2025 as a true and accurate record.

Aisby Noticeboard – It was **RESOLVED** to review this agenda item later in the year pending budget capacity.

15. BUSINESS MATTERS FOR CONSIDERATION – To consider and review:

i. **Clerk Updates**

Ashwin Charity – Statement of Truth has now been prepared and the signature process with Nat West bank has been started. Cllr. Semley is awaiting communication from the bank re their requirements.

Planned tree works – Cllr. Semley reported she had been chasing the contractor for the tree works. The contractor has been ill and the land too wet to accommodate the machinery without damage to the surface. Work to commence in the coming month as soon as the land is dry/solid enough.

ii. **Pond works – Updates & Project plan.**

Firm up of quotes for pond dredging & fencing required prior to seeking grant monies. Cllrs. Craven & Parr to follow up. Cllr. Semley to liaise with Cllr. Johnson re fencing.

LCC have confirmed Corringham Parish Council are responsible for the fence to the rear of the pond area. Confirmation now required re the gated access to both the pond and field areas.

The representatives from WLDC apprised the Council with regard to grants available for this type of project. Cllr. Semley to investigate further.

iii. **Asset register Updates** – Deferred to next meeting pending report from Cllr. Blades.

Fire equipment has been removed from the register, and poppies, fire bags & filing cabinets added. Confirmation of damaged bench required.

iv. **Policy review** - It was **RESOLVED** to accept the Document Retention Policy as presented .

v. **Website review** – It was **RESOLVED** that Cllr. Semley should work with the Website Administrator & Auditor to make appropriate changes to the website.

Corringham Parish Council – Ordinary Meeting of the Council on Tuesday 4th March 2025

Minutes approved as a true and accurate record and signed as so by the Chair presiding...**Diane Semley**

Corringham Parish Council

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- vi. **CACG** – Cllrs. Parr & Craven attended to CACG meeting and reported back on the aims of the group and events they were looking at organising within the parish. Cllrs. assured the members of the CACG group that they had the full support of the Parish Council.

16. FINANCIAL REPORTS – To receive the financial report and approve payments.

- i. **RFO report for February 2025** was presented. It was **RESOLVED** to approve as a true and accurate record.

RFO Report February 2025

ITEM	DESCRIPTION	COMMENT	ACTION
1.	Monies in bank as of 28 th February 2025	Current Account = £966.42 BMM (Reserve) Account = £28,637.19 Total = £29,603.61 Bank reconciled to 28th February 2025	
2.	Bank activity	Bank charges February 2025 = £8.00 Interest on reserve account February 2025 = £42.93	
3.	Paid invoices & expenses	LALC – Clerk's training lunch - £15.00	
4.	Total income to date	£15,850.31	
5.	Total outgoings to date	£10,389.50	
6.	Payments awaiting approval	None	
7.	VAT	To date - £266.37	To be claimed back end March 2025

- ii. An invoice from Village Hall for £26 was received at the meeting. It was **RESOLVED** to agree payment of the invoice.
- iii. Payment for Clerk's lunch was an overlooked payment from the previous Clerks training, agreed prior to the training taking place.

17. PLANNING MATTERS – To consider applications and responses to planning matters – No applications received

18. CORRESPONDENCE – No significant or actionable correspondence received.

19. ONGOING MINOR ITEMS AND AGENDA ITEMS FOR THE NEXT MEETING

Dog mess at Aisby – It was reported that there is a considerable amount of dog mess around Aisby and on the footpath between Aisby & Corringham. It was **RESOLVED** to look into ground level signs asking residents to pick up after their dogs .

Dog fouling to be added to next agenda.

Fly tipping to be added to next agenda. Cllr. Semley to send though details of fly tipping to WLDC councillor.

20. DATE OF NEXT MEETING – It was **RESOLVED** that the date for the next ordinary of the Parish Council be on **Tuesday 8th April 2025**.

Meeting closed 20.20pm

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Minutes approved as a true and accurate record and signed as so by the Chair presiding...**Diane Semley**