

Corringham Parish Council

Minutes of the Ordinary Meeting of the Parish Council September 2nd 2025, 7.15 pm Corringham Village Hall

Present:

Parish Councillors: D Semley, J Tipping, M Parr, M Johnson, S Blades, R Craven

7.15pm – Public Forum: No members of the public present

Item:

62. CHAIRMAN'S WELCOME - Cllr. Semley welcomed all Councillors, stakeholders and members of the public to the meeting.

63. APOLOGIES FOR ABSENCE - Cllr Bibb.

It was **RESOLVED** to accept Cllr. Bibbs apology for absence.

64. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS – None in relation to agenda items

65. MINUTES & MATTERS ARISING

- i. It was **RESOLVED** to accept the minutes from the Ordinary Meeting held on July 1st 2025 as a true and accurate record.

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

i. Co-option to Council

Karen Bacon had applied to join the Council. It was **RESOLVED** to co-opt Karen to the Council.

The Council now stands at eight members with one vacancy.

ii. Village Hall Update

Sue Wilkinson attended on behalf of the Village Hall and updated the meeting on the running of the charity and the future proofing of the Village Hall. She also updated the Council on the policies and procedures put in place as well as the financial standing.

iii. Clerk Updates

- a. Cllr. Semley thanked Cllr. Craven for the installing of the safety equipment in pond area.
- b. **Land on High Street** - Cllr. Semley updated the council on actions taken by WLDC with regard to the illegally occupied land on the High street
- c. **Recreation Ground/Pond area** - Nothing to report on recreation/pond land discussions at present, awaiting LCC officers return from holidays.
- d. **Quiet Lanes** – Cllr. Semley had a discussion with LCC with regard to the installing of Quiet
- e. Lane signage. LCC said they have never heard of them and have taken information supplied away to consult further.
- f. **LCC Wildlife fund** – Cllr. Semley informed the Council that she had contacted LCC wildlife fund to see if monies can be carried over to next year's budget due to adverse weather conditions.
- g. **High Street Verges** - Cllr. Semley has contacted LCC twice with regard to the High Street verge issue reported in July, and stressed the inaccessibility issue . LCC say they are chasing it.
- h. **Filing Cabinet** - Filing cabinet to now be reinstalled in Village Hall.
- i. **Noticeboard & Cabinet Keys** - Key to noticeboard and filing cabinets to be kept in key safe in VH

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- j. **School** - School have offered main hall for meetings. It was **RESOLVED** to ask the school if we could hold the December meeting in their main hall and have a tour of the school

iv. **New clerk**

Cllr. Johnson appraised the Council on applications to date. He has conducted initial telephone interviews and has prepared a shortlist for face-to-face interview.

It was **RESOLVED** that Cllrs. Johnson and Semley conduct the face-to-face interviews and appoint as appropriate.

It was **RESOLVED** that the salary scale be – Starting salary £14.60 – rising to £17.23 after a three month probationary period, and £19.86 per hour after satisfactory completion of the CiLCA course and examination.

- v. **Aisby defibrillator** – Cllr. Semley apprised the Council of funding available for Community Defibrillators. Information re siting required for application. Anticipated cost for electricity £50 - £60 per annum.

- vi. **Pond Hedge** – Cllr. Semley expressed her concern re the state of the hedge along the roadside boundary of the pond. It has become rather overgrown. Discussion was had on the way forward.

As birds should no longer be nesting it was **RESOLVED** to cut the hedge back hard. Cllrs. Parr & Craven to arrange. It was further **RESOLVED** to put a message out on Facebook asking residents not to park along the road by the hedge to allow for access.

Cllr. Semley to have discussion with the ground maintenance company with regard to hedge cutting going forward.

- vii. **Verge signs** – Cllr. Semley distributed the new verge signs for placement around the Parish.

- viii. **Finance Committee meeting** – It was **RESOLVED** to hold a Finance Committee meeting on Tuesday 9th September, 7.30, Village Hall to discuss budget and anticipated budget requirements for 2026/27 with a view to recommending precept request to Council.

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

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RFO Report August 2025

| ITEM | DESCRIPTION | COMMENT | ACTION |
|------|---|--|---|
| 1. | Monies in bank as of 31 st July 2025 | Current Account = £571.69 BMM (Reserve) Account = £38,194.58 Total = £38,766.27 Bank reconciled to 31st July 2025 | |
| 2. | Bank activity | Bank charges July 2025 = £8.00 Interest on reserve account July 2025 = £49.73 | |
| 3. | Paid invoices & expenses | Heathers Property Services – Grass Cutting May/June - £1,480.00 Village Hall – Room hire June 25 to end March 26 £234.00 D Semley – Expenses – Noticeboard keys - £13.20 LALC – Website support - £216 (£36 VAT) Blockfree services – Toilet hire - £336.00 (£56 VAT) LALC – Internal Audit fee – £222.00 (£37 VAT) LALC – Subscription - £178.38 Hilltop tree services – Emergency tree works - £240 (£40 VAT) | Payments made as per resolution at July meeting. To be presented at September meeting |
| 4. | Income | Allotment rent - £70.00 | |
| 5. | Payments awaiting approval | None | |
| 6. | Payments expected | Generator Hire Grass cutting | |
| 8. | VAT | Vat to date for 2025/26- £824.00 | |

RFO Report September 2025

| ITEM | DESCRIPTION | COMMENT | ACTION |
|------|---|---|--------|
| 1. | Monies in bank as of 31 st August 2025 | Current Account = £365.69 BMM (Reserve) Account = £38,242.67 Total = £38,608.36 Bank reconciled to 31th August 2025 | |
| 2. | Bank activity | Bank charges August 2025 = £8.00 Interest on reserve account August 2025 = £48.05 | |
| 3. | Paid invoices & expenses | ViC Group UK Ltd – Generator hire - £198.00 (VAT £33) | |
| 4. | Income | None | |
| 5. | Income expected | Burial - £220 | |
| 6. | Payments awaiting approval | | |
| 7. | Payments expected | Heather property services – Grass cutting | |
| 8. | VAT | Vat to date for 2025/26- £857.00 | |

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Bank Reconciliation July/August 2025

| Jul-25 | | | | | | | |
|-------------------|------------|--|--|-----------|------------|------------|------|
| Balance B/fwd | 01/07/2025 | | | £1,429.27 | £40,144.85 | £41,574.12 | chec |
| Transfer | | | | £2,000.00 | -£2,000.00 | £0.00 | |
| | | | | £3,429.27 | £38,144.85 | £41,574.12 | chec |
| Income | | | | £70.00 | £49.73 | £119.73 | |
| Plus income | | | | £3,499.27 | £38,194.58 | £41,693.85 | |
| Expenditure | | | | £2,927.58 | £0.00 | £2,927.58 | |
| Minus expenditure | | | | £571.69 | £38,194.58 | £38,766.27 | |
| In Bank | 31/07/2025 | | | £571.69 | £38,194.58 | £38,766.27 | chec |
| Aug-25 | | | | | | | |
| Balance B/fwd | 01/08/2025 | | | £571.69 | £38,194.58 | £38,766.27 | |
| Income | | | | £0.00 | £48.09 | £48.09 | |
| Plus income | | | | £571.69 | £38,242.67 | £38,814.36 | |
| Expenditure | | | | £206.00 | £0.00 | £206.00 | |
| Minus expenditure | | | | £365.69 | £38,242.67 | £38,608.36 | |
| In Bank | 31/08/2025 | | | £365.69 | £38,242.67 | £38,608.36 | chec |

- i. It was **RESOLVED** to accept the RFO reports and Bank Reconciliations as presented.
- ii. Payments were approved as follows:
Heather Property Services – Grass Cutting - £1,800.
- iii. Discussion was held over the payment of the legal fees for registration of the land on which the Village Hall stood. The Council felt this was a community asset and as such should be paid for from the Parish funds and not the Village Hall funds. It was **RESOLVED** to pay for the legal costs associated with the registration of the land.

68. **PLANNING MATTERS** – None of significance received.

69. **CORRESPONDENCE** –

Correspondence had been received from several residents and stakeholders with regard to the divisions within the Parish. In order that discussion could take place without fear of recriminations against individual Councillors it was **RESOLVED** to exclude the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the sensitive nature of the item to be discussed.

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Councillors are very concerned about the divisions being exacerbated within the community and discussed ways forward to try and resolve these issues. It was **RESOLVED** to pursue the matter further through appropriate channels.

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

It was **RESOLVED** to purchase a wreath for the Remembrance Service.

71. DATE OF NEXT MEETING – It was **RESOLVED** that the date for the next meeting of the Parish Council, which will be the **Tuesday 14th October 2025 at 7.15 pm.**

Meeting closed 21.20pm

DRAFT