

**Stambridge Parish Council**  
**Minutes of the Parish Council Meeting held 12<sup>th</sup> November 2012**

**Present** Cllrs G Bond, Mrs T. Capon, Mrs C Robshaw, Mrs Y Bond, Parish Clerk Mrs AM Bates

**129. Apologies** Cllr G Ioannou

The Clerk advised that she had received an email this afternoon at 16.34 from Cllr G Ioannou requesting that a statement as a matter of urgency is read out at the Parish Council Meeting. The Clerk distributes a copy to all members and suggests that it is not read out at this public meeting as currently there isn't any supporting evidence and if read could cause a lot of bad feeling, have detrimental implications to the Parish Council and Clerk.

Members agreed that it was not appropriate to read this statement as there wasn't any evidence to support it.

**130. Approval** Minutes of the Parish Council Meeting held on **1<sup>st</sup> October** 2012 were true records of the meeting

1<sup>st</sup> – Cllr Mrs T Capon / 2<sup>nd</sup> – Cllr Mrs C Robshaw

**131. Declarations of Interest in accordance with the Council's Code of Conduct** – None

Allotments – Cllrs Mrs C Robshaw and Mrs T Capon

Cllr T Capon – Planning – no participation

Cllr G Bond, Mrs T Capon, Mrs C Robshaw – Memorial Hall Trustees

**132. Members Declaration of Acceptance of Office / Vacancies**

132.1 The Clerk advised that she had received an enquiry regarding the two Councillor vacancies, an application form has been sent to applicant.

**133. Contributions from members of the Public**

133.1 Mr C Hayes commented on the Stambridge Sewage Treatment Works which is on the agenda for discussion

**134. Reports from Parish Council Representatives**

134.1 Police Report – No meeting but the Clerk did advise that the Policing Team had changed and details will be distributed to Members. Residents will be advised in the Newsletter.

134.2 Hall Committee – A hall meeting had taken place prior to the Parish Council meeting (minutes will be distributed) There wasn't anything urgent to raise.

134.3 Rochford Hundred Assoc. of Local Councils – The last Meeting was attended by the Clerk (Cllr G Bond was at Council Training, Cllr G Ioannou sent the RHALC Clerk his apologies)

The Clerk advised that there was a presentation given by Wyvern Community Transport Representative. They are expanding their service and details are going to be sent to Clerks. EALC are raising their subs by 2%. There was a discussion regarding the Highways panel and why Parish Reps were not on it, the RHALC are going to ask if they can have a Rep on the panel. The RDC Training Courses charge of £40 is also going to be queried as Parishes feel this is too expensive.

134.4 Community Forum – Cllr Bond attended the Forum and the main discussions were on Highways and Health.

134.5 Transport – Cllr Mrs C Robshaw attended the meeting there was anything affecting the Parish.

**135. Stambridge STW**

135.1 Cllr Mrs C Robshaw distributed email correspondence between the Clerk and Roger Babington which provides details of the type of maintenance being carried out at the works. Members noted and Mr C Hayes confirmed that there have not been any issues.

**136. Clerks Report**

- 136.1 The Clerk showed members the Evening Echo article regarding the Stambridge Mill. The Parish Council has not received a planning application to date but Cllr Mrs T Capon advised that it will be imminent.

**137. Issues Outstanding from the last meeting – Update**

- 137.1 War Memorial – ongoing  
137.2 Clerk confirmed that currently there are no plans of a 3<sup>rd</sup> terminal at the Airport just the extension of the two terminals.

**138. Stambridge Memorial Hall**

- 138.1 The Trustee meeting took place prior to the Parish Meeting and it was agreed the profile of the hall needs to be raised so hopefully getting more bookings. Clerk to try and get the Echo to assist.  
138.2 Prokill have been to the hall and advised that there are signs of high take on the bait and they suggested that the weeds etc. are cut back as this is attracting the mice etc. The Hall Trustees are arranging for this work to be carried out as a matter of urgency.  
138.3 The Clerk advised that the British Gas hall bills may have to be considered by Members as they may have financial implications to the Parish budget – Members noted and will be discussed especially with the setting of the budget taking place imminent.  
138.4 Members noted the raffle draw took place on Saturday 6<sup>th</sup> October, all prizes have been collected and the prize draw results will be included in the Parish Newsletter.

**139. Citizen of the Year Award / Remembrance Services**

- 139.1 Members considered if they wished to nominate any residents and it was agreed that Mr Capon is put forward for the Citizen of the Year Award for his long service as a Parish Councillor and Hall Committee Trustee.  
RESOLVED The Clerk will submit the nomination.  
139.2 Remembrance Services –It was noted that Cllrs G Bond and Mrs Y Bond attended the St Mary & All Saints Church Service and laid a wreath , also at the Memorial Hall.  
139.3 Cllr G Ioannou advised by email that he didn't attend the Rayleigh Service and that his Grandson took his place. Members were very unhappy that Cllr G Ioannou didn't advise the Parish Council of his change of circumstances as another Councillor could have attended. Members also agreed that a wreath will not be laid at the Rayleigh Service in the future and if a member wishes to attend this service any wreath is personally arranged.

**140. Funding**

- 140.1 Members noted that the Big Society Funding Panel will be meeting on 29<sup>th</sup> November to consider all applications including the Parish Council's two applications ( Allotment Gate and additional play area).

**141. Parish Council Website / Newsletter**

- 141.1 Clerk advised that the next Newsletter will be going out in December and the website is updated.

**142. Footpaths / Highways**

- 142.1 The Clerk advised that she had spoken to Mr Rankin (Landowner) regarding issues raised regarding speeding.  
RESOLVED – Members considered both options and confirmed that the option to install “Slow” markings would be the preferred option. Clerk to advise ECC Highways.

### **143. Planning Applications**

143.1 No applications received.

### **144. Closure of Post Offices**

144.1 Members noted the proposals to close the Canewdon, Rochford and Gt Wakering Sorting Offices at these Post Offices and agreed that it would affect the residents of Stambridge and to write a letter to the P.O H.Q.

RESOLVED – Clerk to write letter P.O. H.Q

### **145. Allotments**

145.1 Clerk advised that most plot holders had paid their Annual renewals, there had been 3 plots that have changed tenants and one plot the Clerk is awaiting confirmation if they wish to continue.

145.2 Members considered the request for additional days plot holders could have bonfires. Members agreed that there should be three more additional weekends (Fri/Sat/Sun) throughout the year to the already 5<sup>th</sup> November which now will also include the nearest weekend.

RESOLVED – Clerk take advise from an expert to determine when best to set the weekends.

### **146. Correspondence**

a) EALC / Members Training - Cllr G Bond attended Chairman Day 2 which was a good course he will be attending Chairman's Day 3 in November.

b) RDC documentation – noted

### **147. Finance -**

147.1 Payment of Accounts. – Members *approved* the following cheques for payment, also Direct Debits.

a) Mrs. Bates – Salary & Expenses	£ 852.46	101123
b) HMRC (tax / Ni)	£ 128.49	101114
c) Pensions	£ 197.58	101115
d) Stambridge Church – Hall donation	£ 15.00	101096
e) Eon DD	£ 60.02	Direct Debit
f) Audit Commission (External Audit)	£ 342.00	101116
g) Prokill (Hall)	£ 74.70	101120
h) Royal British Legion Wreaths x3	£ 48.50	101117
i) Rochford Parish Council photocopying	£ 12.90	101121
j) EALC Training	£ 65.00	101122
k) Computer and software	£ 631.98	101118 (421) 101123 (189.99)
l) Royal Oak PH Noticeboard Rent	£ 5.00	101098

\*\* Was settled under Financial Regulations point 6.4

147.2 RESOLVED-Members *viewed & agreed* Statement of A/cs ending 31<sup>st</sup> October 2012.

147.3 Members viewed and agreed the quarterly breakdown of balances on account and confirmed that they were happy with the way the Clerk was providing members with the Parish financial information.

147.4 Bank / Savings signatory paperwork – Cllr C Robshaw took a form to complete and Cllr G Ioannou to be given a form. So the bank signatories can be up to date.

147.5 Members noted that the Tax Base rate will not be advised by RDC Council until after 3<sup>rd</sup> December so the budget will have to be agreed at the January Meeting. Members noted the budget will be reviewed at the December meeting.

**148. Administration**

- 148.1 RESOLVED - Members agreed to the purchase of a new email address and domain ([www.stambridgepc.co.uk](http://www.stambridgepc.co.uk) and [clerk@stambridgepc.co.uk](mailto:clerk@stambridgepc.co.uk) Clerk to purchase from 1and1
- 148.2 Parish Mobile Phone – Members agreed that getting a mobile phone would be beneficial and the Clerk is to investigate options to present to Members.

**149. Date of the next Parish Council Meeting**

The next meeting will be on Monday 10<sup>th</sup> December at Stambridge Memorial Hall, Stambridge Road, Great Stambridge starting at 8pm

Meeting Closes at 9.45pm

Anne-Marie Bates, Clerk to the Council 19<sup>th</sup> November 2012

Chairman'Signature: \_\_\_\_\_

Date \_\_\_\_\_

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