



**Stambridge Parish Council**  
**Minutes for the Parish Council Meeting**  
**Held On Monday 7<sup>th</sup> October 2013**

---

**Present:** Councillors: G. Ioannou, B. Crix, P. Richmond  
Parish Clerk: L. Fox

**100. Apologies**

**100.1** Councillors: T. Capon, D. Vanderson,

**101. Approval of Minutes**

**101.1** Minutes of the Parish Meeting held on the 2<sup>nd</sup> September 2013 were agreed to be true records of the meeting, with one slight amendment to remove from point 85.2 bullet point 4 `Councillor` Joanne Crawford, Wyvern Transport did not describe her by her Councillor status.

To be corrected and signed off at meeting to be held in November. Proposed P. Richmond, Second B Crix.

**102. Declaration of Interests in accordance with the Councils Code of Conduct/Vacancies**

- 102.1** Cllr G. Ioannou (Non-Pecuniary) – Stambridge Memorial Hall
- 102.2** Cllr G. Ioannou (Non-Pecuniary) – Little Stambridge Hall Lane
- 102.3** Cllr P Richmond (Non-Pecuniary) – Director of a Taxi Company

*Councillor Ioannou requests urgent matter regarding Personnel Committee be discussed due to Clerks review due. Cllr Ioannou requests to appoint another member to the Committee, Cllr Richmond asks importance, Cllr Ioannou explains review is overdue and must be done as per Clerks contract. Letter to be sent and if no response received a Councillor will be appointed to the Committee (Cllr B Crix).*

**103. Contributions from Members of the Public**

**103.1** No reports from the public.

**104. Reports from Parish Council Representatives**

- 104.1.** Police Report – Fires at the Stambridge Mill site.
- 104.2.** Rochford Hundred Association of Local Councils – Cllr G Ioannou and Mr D Gatehouse of Hullbridge Parish Council are due to present the Community Builders Project at the next meeting. (17<sup>th</sup> October), Cllr G Ioannou invites Cllrs, P. Richmond and B. Crix to attend the meeting.
- 104.3** Community Information Group – No update.
- 104.4** Transport – No update – meeting at the end of the month.

**105. Stambridge STW**

**105.1.** No problems reported. Meeting to be arranged.

**106. Clerks Report**

- 106.1.** Little Stambridge Hall Lane – Slow Markings – Clerk informed that markings will be complete within this financial year.
- 106.2.** Website – Now complete.
- 106.3.** Newsletter – Overhaul being carried out by Cllr G Ioannou.
- 106.4.** Allotment Gates – Awaiting completion date.
- 106.5.** External Audit – RESOLVED
- 106.7.** Payback Team – Clearance of hall trees/weeds ongoing.

### **107. Update on Issues Outstanding from last meeting (information only)**

**107.1** Little Stambridge Hall Lane – Slow markings as per Clerks Report.

### **108. Stambridge Memorial Hall / Grounds**

**108.1** General Update/Vandalism- Roof works now complete, chimney lowered and complete. Guttering fixed. Internals being reassessed. Rob Barr to contact Loss Adjuster direct, Clerk to explain that the costs provided must include his fees too, Clerk to be included in all correspondence. Dehumidifiers required – all councillors agree to arrange. Buckets require emptying daily. Floor is covered with mould, Clerk and Cllr Ioannou to wash off.

**108.2.** NS&I Forms – Signed

**108.3.** Door Insurance Claim – Proceeding.

### **109. Stambridge Community**

**109.1.** General Update – CSP fund applied for to start Committee.

**109.2.** War Memorial – Ongoing.

**109.3.** Rankins – Applying for planning for 2<sup>nd</sup> pitch.

**109.4.** Nursing homes – 2 x grants to be completed. (Ramp/animal enclosure)

**109.5.** Stambridge School – Canopy

**109.6.** St Marys Church – Cllrs G. Ioannou and P. Richmond to discuss.

**109.7.** Fisheries – To be included.

### **110. Funding**

**110.1** CIF Memorial Hall Kitchen – Second part has now been completed and delivered by hand. Recommendations supplied. Cllr Ioannou to forward to B Crix and P Richmond.

**110.2** Office – To be completed at the same time as insurance, although insurance works are the priority to be completed first.

**110.3** Flooring – Sanding and Varnish project. To be completed after refurbishment.

### **111. Parish Council Website / Newsletter**

**111.1** Website - Up and running, Cllr Crix has done a great job, constantly being added to. Awaiting photos of some Councillors and Clerk.

**111.2** Cllr G Ioannou is updating the Newsletter.

### **112. Footpaths/Highways**

**112.1.** Street Lights - None

**112.2.** Highway Issues – None

**112.3.** Village Green / Verges - None

**112.4.** Planters – No update.

**112.5.** Electric Fence – No update – on going.

**112.6.** Bridge over Ditches – No update.

**112.7.** Potholes – No update.

### **113. Planning Applications**

**113.1.** Gore Farm Roof Works – No issues – Proposed B. Crix Second G. Ioannou

### **114. Allotments**

**114.1.** General Update – Clerk to contact Allotment Holders and ask if they would like to form a Committee, where the council will provide one representative to attend and report to the Council. (2 councillors will be appointed Cllrs G Ioannou and P Richmond to cover absence).

**114.2.** Stolen Shed – Was reported at the time (to previous Clerk) but no outcome for the plot holder. The Council can only apologise and inform of the measures now in place for security.

**114.3.** Pathways/Edges – To be completed by the plot holder all surrounding edges all as per the Tenancy Agreement. Rankins attend and cut back larger outer edge as required.

**114.4.** Gate Installation – As Clerks report.

### **115. Correspondence**

**115.1.** LSACAS – Supported and to inform of support – All agreed. RESOLVED

**115.2** Winter Salt Bag Scheme – Discussed to contact pubs and school for grit boxes located on their properties to make more secure and prevent theft of grit. Clerk to contact.

**115.3.** Wyvern Transport – Paperwork supplied to Councillors. Councillors would like a letter to be sent to RDC just to check their involvement/position.

*10.00pm Chairman Cllr Ioannou requests to extend the meeting for 15 minutes. – All agree.*

### **116. Finance**

**116.1.** Members approved the following cheques for payment:

<b>116.1.1.</b> Auditing Solutions	£222.00	101188
<b>116.1.2.</b> Clerks Salary (Confidential)	£-	101207
<b>116.1.3.</b> Clerks Expenses(Confidential)	£-	101208
<b>116.1.4.</b> HMRC (Confidential)	£-	101209
<b>116.1.5.</b> PKF Littlejohn – External Audit	£276.00	101210
<b>116.1.6.</b> Rochford District Council Training	£40.00	101211
<b>116.1.7.</b> EALC AGM Contribution	£5.00	101212
<b>116.1.8.</b> EALC New Clerks Course	£67.00	101213
<b>116.1.9.</b> EALC Clerks Law and Procedures Course	£67.00	101214
<b>116.1.10.</b> Cllr G Ioannou – Expenses	£505.40	101215
<b>116.1.11.</b> Cllr G Ioannou – Expenses	£60.00	101216

### **117. Date of the next Parish Council Meeting is Tuesday 5<sup>th</sup> November 2013**

**117.1.** Venue – St Marys and All Saints Church Hall at 8pm

Meeting Ends 10.12pm

Lisa Fox, Clerk to the Council, 30<sup>th</sup> October 2013

Chairman`s Signature \_\_\_\_\_

Date \_\_\_\_\_

**If you would like a large print version of these minutes  
Please contact the Parish Clerk**