



Stambridge Parish Council
Minutes for the Meeting of the Council
held on Monday 12th May 2014

Present: Councillors: B Crix, P Richmond, G Ioannou, D Vanderson
Parish Clerk: L Fox, Linda Hare

1. Election of Chairman

- 1.1. Nomination for Cllr George Ioannou – Proposer Denise Vanderson, Bernard Crix – Seconds.
- 1.2. Declaration of Office Signed.

2. Election of Vice Chairman

- 2.1. Nomination for Cllr Bernard Crix – Proposer George Ioannou, Denise Vanderson – Seconds. Bernard Crix confirms he is available until November and accepts.
- 2.2. Declaration of Office Signed.

3. Members Declaration of Acceptance of Office/Application for Vacancies.

- 3.1. Denise Vanderson and Peter Richmond sign Declaration of Office to remain Councillor`s.
- 3.2. Application from Peter Perkins – Bernard Crix Proposes to accept application and Denise Vanderson Seconds for Cllr Perkins to be co-opted onto the Parish Council. Clerk to forward Standing Orders/Finance Regs and necessary documents.
- 3.3. Peter Perkins sign Acceptance of Office.
- 3.4. All councillors sign Declaration of Interests Forms (Update).

4. Election of Committees

- 4.1. Stambridge Memorial Hall – Sarah Ioannou (Hall Manager), 1) Cllr G Ioannou, 2) Cllr B Crix, 3) Cllr P Perkins.
- 4.2. Human Resources Committee – 1) Cllr D Vanderson, 2) Cllr G Ioannou, 3) Cllr B. Crix.
- 4.3. Finance Committee – 1) Cllr P Richmond, 2) Cllr G Ioannou.

5. Election of Representatives

- 5.1. RHALC – 1) Cllr G Ioannou, Sub) Cllr D Vanderson
- 5.2. Parish Transport Rep – Cllr P Richmond
- 5.3. Police – Linda Hare – Stambridge and Ashingdon NAP meeting, Cllr P Perkins – Rochford NAP Meeting.
- 5.4. Stambridge Sewerage Treatment Works – Cllr B Crix
- 5.5. Stambridge Community Forum – 1) Cllr G Ioannou, 2) Cllr P Richmond, 3) Cllr B Crix, Cllr P Perkins (Sub as already representing Stambridge Primary School)
- 5.6. Footpath Representative – 1) Cllr P Richmond, Sub) Cllr B Crix
- 5.7. Community Safety Partnership – 1) Cllr G Ioannou, Sub) Cllr D Vanderson.

6. Apologies for Absence

- 6.1. None

7. Approval of the Minutes

- 7.1. Minutes from the meeting held on 28th April 2014 were approved to be true records of the meeting. Proposer Cllr B Crix, Cllr P Richmond Seconds.

8. Receive Declarations of Interest

- 8.1. Cllr P Richmond – Taxi Company Owner and St Marys and All Saints Church – Non Pecuniary
- 8.2. Cllr P Perkins – Stambridge Primary School – Non Pecuniary
- 8.3. Cllr G Ioannou – Cricket Club Social Member – Non Pecuniary

9. Registration of New Members Interests

- 9.1. Cllr P Perkins provided with Register of Interests Form, advised to complete and return to Linda Hare within 28 Days.

10. Adjournment for Public Participation

- 10.1. No public present.

11. Planning including Applications

- 11.1. None

12. Insurance

- 12.1. Members reviewed and agreed the Stambridge Parish Council and Stambridge Memorial Hall Insurance Renewal Quotations. Cheque to be sent once new cheque book received.

13. Correspondence

- 13.1. None

14. Finance

14.1. Payment of Accounts:

14.1.1. Linda Hare – Community Builders (CSP)	£32.00	101292
14.1.2. Rochford District Council – COPE Event (CSP)	£455.00	101293
14.1.3. Linda Hare – Expenses for Clerks Course	£84.22	101294

14.2. Agree and Sign off Accounts:

- 14.2.1. End of Year accounts reviewed by all members and agreed unanimously for Chairman to sign off.
- 14.2.2. Cllr P Richmond would like to make a note that originally the Parish pledged £6000 as a top up to the CIF Application at the Hall, £4700 has currently been earmarked with a further £1,300 in the NS&I Savings account available if needed once works commence.
- 14.2.3. Cllr P Richmond also asked for clarification on the Asset Register, Clerk explained that if figures were unknown they were to remain the same as the previous year. All Cllrs agreed unanimously that a Valuation of the Councils Assets would be required next year and would also include the Village Green and the Stambridge Memorial Hall once refurbishment works have been completed.

14.3. Chairman to Sign Corporate Governance Questionnaire.

- 14.3.1. Councillors review and agree questionnaire has been completed correctly and Chairman signs ready for sending to the auditors.

14.4. Sign Annual Return (Green Form)

- 14.4.1. Councillors reviewed and agreed Annual Return had been completed correctly and Chairman signs off accounts for sending to auditors.

15. Date of the next Parish Council Meeting is Monday 2nd June 2014

15.1. Venue: St Marys and All Saints Church Hall at 8.00pm

Meeting Ends 9.12pm
Lisa Fox, Clerk to the Council, 13th May 2014

Chairman`s Signature _____

Date _____

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