



Stambridge Parish Council

Minutes for the Meeting of the Council

Held on Monday 7th July 2014

Present: Councillors:- G Ioannou, B Crix, P Richmond, D Vanderson, P Perkins.
Clerk: L Hare.

Meeting commenced at 20.08 hours.

33. Apologies for Absence.

33.1. None received.

34. Approval of Minutes.

34.1. The motion raised by Cllr B Crix to be amended, **29.4** - the councillors **unanimously** agreed on the motion. Minutes for the meeting held on, 2nd June 2014 were approved to be true records of the meeting. Proposer Cllr B Crix, Second Cllr P Perkins.

35. Receive Applicants for Councillor Vacancies/Declarations of Interest

35.1. Members to consider applicants for Councillor Vacancies and to agree to co-opt them onto the Council. No applications received.

35.2. Applicants, if co-opted, to sign Acceptance of Office and to receive Interests forms. – None received.

35.3. To receive Declarations of Interest (Pecuniary/ Other Pecuniary/ Non Pecuniary) for items on the Agenda.

35.3.1. Cllr P Richmond – Taxi Company Owner and St Marys and All Saints Church – Non Pecuniary

35.3.2. Cllr P Perkins – Stambridge Primary School – Non Pecuniary

35.3.3. Cllr G Ioannou – Cricket Club Social Member – Non Pecuniary

36. Adjournment of Meeting - If required for **15 minutes** only or such other time determined by the Chairman to receive **contributions from members of the public**. (Please Note that members of the public cannot participate at any other time unless authorised by the Chairman).

Public session commenced at 20.10 hours – A request for a councillor vacancy application was made. The clerk confirmed email address and application forms will be sent. A point was raised about the school allotment plot. There is some concern over the suitability for the school children due to safety and lack of facilities. Cllr G Ioannou noted the concerns and gave an update on the allotment allocated for the school and also advised that the Parish are in close discussions with the school, but the project is currently on hold until the school has re-established itself. The other concern raised was for the allotment plot allocated to the NHS/SEPT for a sensory garden and if Parish money is to be used. Cllr G Ioannou advised that all concerns will be noted.

37. Reports from Parish Council Representatives (No decision can be made on information given unless it is a separate item on the Agenda).

37.1. Rochford Hundred Association of Local Councils (RHALC) – Cllr G. Ioannou / Cllr D. Vanderson – No update. Next meeting 17th July 2014.

37.2. Parish Transport Representative – Cllr P. Richmond – No update as was unable to attend meeting on 26th June 2014.

37.3. Neighbourhood Action Panel (NAP)

37.3.1. Stambridge & Ashingdon – L. Hare – no further updates – next meeting 7th August 2014.

37.3.2. Rochford – Cllr Peter Perkins – no updates – next meeting 4th August 2014.

- 37.4. Stambidge Sewerage Treatment Works – Cllr B. Crix – Cllr P Richmond gave an update as Cllr B Crix was unable to attend last meeting. All sewage from Southend is piped to Stambidge for treatment. They are currently running at full capacity. A couple of concerns were raised and are to be included in the September Full Council meeting for discussion.
- 37.5. Stambidge Community Forum – Cllr G. Ioannou / Cllr B. Crix / Cllr P. Richmond – The NHW project is moving forward and is 100% compliant. All current projects are progressing. Next meeting 17th July 2014.
- 37.6. Footpath Representative – Cllr. P Richmond / Cllr B. Crix – There has been no response from the public as yet from the Newsletter in respect of any footpath issues.
- 37.7. Community Safety Partnership – Cllr G. Ioannou / Cllr. D. Vanderson – Cllr G Ioannou gave an update.
- 37.8. Citizen Advice Bureau (CAB) – Cllr G. Ioannou – Cllr G Ioannou confirmed the Parish has a Legal Partnership now in place with CAB.

38. Clerks Report

Attached Report from Clerk on On-going items but no formal decision can be made. – The clerk gave an update and the new layout of the report was approved by the councillors.

39. Footpaths / Highways / Environment

- 39.1. Members agreed that a draft contract between Mr Jemson and the Stambidge Parish Council is to be completed by Rochford District Council lawyers and passed to the councillors for approval.
- 39.2. Members to Discuss Speeding in Stambidge. – Cllr G Ioannou updated that he has spoken with Rochford District Council who are in agreement that there is a problem. It was discussed that a formal letter should be sent to Rochford District Council requesting a 30 mph speed limit throughout Stambidge. A unanimous vote was obtained.
- 39.3. Update on advertising at Stambidge Primary School and Four Seasons nursery. – Four Seasons Nursery are unable to supply the Parish with flowers. **Point closed.** The Parish are now open to any offers for flowers.
- 39.4. Update from the Rochford Environmental department and decide role responsibility. – Cllr G Ioannou advised that Rochford Environmental department are keen to work with Stambidge Parish. An environmental weekend in September being planned which Stambidge Parish will support. Free compost bins for the allotments can be arranged.
- 39.5. Updates from Councillors on any other issues with verges & footpaths. – No current updates.
- 39.6. Members to discuss/agree overgrown Anglian Water sites. – The outside verges near the Anglia Water sites along the Stambidge Road and Mill Lane are very overgrown. Cllr G Ioannou proposed that the clerk sends a letter/email to Anglia Water to arrange for the sites to be cut back. Second by Cllr P Richmond.
- 39.7. The defacing of the Great Stambidge signs has been outlined on the clerks report and email has been passed to Highways. Clerk to action.
- 39.8. Members discussed and decided that a letter should be written to the householder asking them to cut back the overhanging conifer trees on the Stambidge Road. Clerk to action.
- 39.9. Members discussed and agreed to Mrs A Rankin request to install a salt bin and dog waste disposal bin at Hampton Barn. Since a public footpath exists the members recommended for the Clerk to contact the environment department and request for the installation of a dog waste bin. First Cllr P Richmond, Second Cllr P Perkins. Cllr D Vanderson will look into the cost of a salt bin and report back to council.
- 39.10. Rochford District Environmental Day to be co-ordinated in Stambidge and members to nominate a member of the full council as point of contact. – Councillors voted that Cllr G Ioannou as point of contact and Cllr P Richmond as support.
- 39.11. Members unanimously agreed for the Parish to contact the Highways Department and the local Farmers to ensure verges and ditches are cleared for the winter. Clerk to action.

40. Stambridge Parish Chairman/Clerk Correspondence

40.1. Update of the Stambridge Primary School situation. – The Stambridge Parish School is to become an Academy. Cllr P Richmond put forward a motion to present a gift to all the teachers leaving at the Church Service on Thursday 17th July, as a one off gesture for all their hard work. Cllr G Ioannou put forward the following motions dependent on financial accounts:-

Motion 1 – To present all staff with a gift token.

Motion 2 – Present the school with flowers for their raised flower beds.

The vote in favour of Motion 1 & 2 resulted in four (4) voting for both motions and one (1) against.

40.2. Correspondence from Mrs Hodson thanking the Parish for their kind support. – The card was passed to all councillors to view and acknowledge.

41. Stambridge Memorial Hall / Grounds

41.1. Door Insurance Claim – Currently with the solicitors.

41.2. Football Club – All progressing.

41.3. Memorial Hall Project-1

41.3.1. Project status update.

- CCTV specification. – Details have been sent out.
- Lighting design and rewire. – The Hall Manager had a meeting and diagrams have now been provided.
- Builders' quotations. – Details have been passed onto the contractor and now awaiting start date.
- Memorial Hall committee to review internal building works. – This will be discussed at the forthcoming AGM

41.3.2. Members to receive update from the ECF funding. – In progress..

41.4. Memorial Hall Project-2 – Extension update

41.4.1. In the last Stambridge Memorial Hall meeting it was agreed to name the extension in honour of Mr Kevin Hodson who served as Chairman for a period of three years and co-ordinated/managed the youth group for twenty years. Members to ratify this decision. – A unanimous agreement. An official letter to be sent to Mrs Hodson.

42. Land Acquisition

42.1. Update regarding the purchase of greenbelt land. – No Update.

43. Parish Council Website / Newsletter – The views to the website are increasing. A CAB link and Stambridge Primary School Link have now been added to the website.

44. Planning including Applications

44.1 Application Number 14/00408/FUL – Cagefield Road. – The Member's only concern was the positioning of the second storey window that overlooks the neighbour garden. Members unanimously voted in respect that feedback from neighbouring properties were required.

44.2 Application Number ESS/22/14/ROC – East of Brickfields Way. – Approved by county but concerns over the environmental impact to the new development in Mill lane, Stambridge which hasn't commenced.

44.3 Application Number 14/00385/ELECT- Mill Lane. – The members unanimously agreed to support the planning application.

45. Allotments

45.1. General Update – As attached report. – All ok.

45.2. Updates of price restructure. – Not carried out yet.

Meeting extended by 15 minutes by Cllr G Ioannou.

46. Finance

46.1. Approve Parish Council monthly breakdown. – Due to problems with the Bank the breakdowns are now being completed.

46.2. Members to Ratify cheque details from last full council meeting. – All ratified.

Description	Amount (£)	Cheque No.	Notes
CITI Design	700.00	101301	
Auditing Solutions LTD	186.00	101300	
Cllr George Ioannou (Expenses)	469.16	101295	To be initialled by VC
St Marys Hall Donation	15.00	101310	
Clerks Salary (Confidential-Lisa)	-	101304	
Clerks Expenses - Lisa	94.95	101304	
British Gas / Electricity Memorial Hall	155.67	101305	
Came & Company Parish Council	391.75	101299	
Came & Company Memorial Hall	625.37	101298	
Community Secretary (Confidential)	-	101296	
Clerks Salary (Confidential-Linda)	-	101297	
Clerks Salary (Confidential-Sarah)	-	To be issued.	

46.3. Payment of Accounts - Members to discuss and approve cheques for payment – No questions raised. All approved.

Description	Amount (£)	Cheque No.	Notes
Play Safety Limited	78.00	101311	
RCCE Membership	66.00	101312	Council
Gable Roofing	138.00	101316	
Data Protection renewal	35.00	101317	
Cllr George Ioannou (Expenses)		101	To be initialled by VC
Clerks Salary (Confidential-Lisa)	-	101320	
Clerks Salary (Confidential-Linda)	-	101319	
Clerks Salary (Confidential-Sarah)	-	101	
RCCE Membership	40.00	101313	Memorial Hall
Community Forum Clerk Expenses (Confidential)	-	101	
Clerk's Office Allowance (Linda)	30.00	101321	Included in Salary cheque
Clerk's Office Allowance (Sarah)	30.00	101322	Included in Salary cheque

47. Members to ratify cheques: - No questions raised – Cheques ratified.

Description	Amount (£)	Cheque No.	Notes
D H Tree Services	230.00	101307	Cut back Memorial Hall Trees
Little Hall Farms Ltd	600.00	101303	Allotments Rent
Hearn Environmental	230.00	101308	Skip for Memorial Hall

48. Delegated Responsibility and payment of staff during Recess

48.1. Members discussed and agreed that the Clerk will be given delegated responsibility during the Parish recess to sustain the Parish's functions, but must refer to the Chairman and another councillor and in the absence of the chairman by two councillors. – **Proposer Cllr G Ioannou, Second Cllr D Vanderson.**

48.2. Members discussed and agreed that in the absence of the Clerk, the Stambridge Memorial Hall Manager will be given delegated responsibility during the Parish recess to sustain the Parish's functions, but must refer to the Chairman and another councillor and in the absence of the chairman by two councillors. – **Proposer Cllr D Vanderson, Second Cllr P Perkins.**

48.3. Members to discussed and agreed that July salary payment will be issued in August with the appropriate documentation presented to the nominated councillors. August salary payment to be made in September's full Council meeting. – **Unanimous vote.**

48.4. Members discussed and agreed to amend the financial standing orders to include point 48.3 as appropriately.
Unanimous vote.

49. Date of the next Parish Council Meeting is Monday 1st September , Venue: St Marys and All Saints Church
Hall at 8.00pm

Meeting closed at 22.11pm
Linda Hare, Clerk to the Council, 16th July 2014

Chairman's Signature

Date

**If you would like a large print version of the Agenda
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