



 **MINUTES**

 **OF THE GREAT STAMBRIDGE PARISH COUNCIL**

 **HELD AT STAMBRIDGE MEMORIAL HALL, STAMBRIDGE ROAD, SS4 2AR.**

 **ON THURSDAY 25th JANUARY 2018.**

**190 17/18 Members and Public present: 7.34 pm.**

 Chairman Councillor Mr G Ioannou.

 Councillors: Mrs J Gooding, Mrs P Holmes and Mr P Shaw.

 Members of the public: None

 The Parish Clerk: Mr B Summerfield.

**191 17/18 Chairman's opening remarks.**

 The Chairman welcomed all persons attending the Meeting and made safety announcements for the Memorial Hall.

**192 17/18 Apologies for absence.**

To be received by the Clerk in person via: email, letter and telephone.

Ward Councillor Mrs L Shaw.

**193 17/18 Declarations of Interests: on items on the Agenda.**

i To receive all declarations of interests:

ii The Chairman declared a Pecuniary interest as the husband of Mrs S Ioannou the Memorial Hall Trust Manager.

iii The Chairman reminds Councillors to declare any further interests now and as they became evident to them, during the progress of the meeting.

**194 17/18 Public Questions:**

 (Guest Speakers, visiting Ward/County Councillors, Councillors and Questions/Statements from members of the public).

i Ward Councillor reports: None.

ii Councillors: None.

**195 17/18 To Receive the Minutes of the Meeting of Tuesday 19th December 2017.**

The Minutes were Resolved agreed.

 Proposed by Councillors: Mr P Shaw, seconded by Mrs P Holmes and agreed by all.

 The Chairman signed the Minutes as a true record.

**196 17/18 To Receive the Minutes of the Extraordinary Meeting of Tuesday 9th January 2018.**

 The Minutes were Resolved agreed.

 Proposed by Councillors: Mrs P Holmes, seconded by Mr P Shaw and agreed by all.

 The Chairman signed the Minutes as a true record.

**197 17/18 Matters Arising from the Minutes:**

i The Clerk reported that the Precept demand on Rochford District Council for 2018-2019 is £30,900-00.

ii There will be no capping by the government, of Parish Council’s for the next 3 years (to be reviewed).

iii An informal meeting with the allotment landlord, is arranged for Wednesday 7th February 2018.

**198 17/18 The Financial Regulations:**

i As resolved, The updated copy of the Financial Regulations were agreed and co-signed by the Chairman and Clerk.

ii A copy of the Stambridge PC Standing Orders (2014) was received by all for the next Agenda discussion.

**199 17/18 The SPC Container use:**

i The Clerk reported that the Filing cabinet’s paperwork has been cleared and is being sorted.

 Agreed the filing cabinet is surplace to requirements and to be sold or given away.

ii The Clerk reported the 500 ltr Emergency flood container now contains 2 thirds of the flood sacks.

 Agreed an other 500 ltr container to be purchased to contain the rest.

iii The Clerk reported Emergency Notice contact numbers are on hold subject to conversations with the PCC and RDC.

iv The Clerk reported the process of clarifying if the PCC/Church is still willing to be Emergency Centre.

**200 17/18 The Resolved Financial Year costs savings:**

i The Chairman reported the modification of The Vodaphone service (resolved October 2017) is in progress.

ii The Chairman reported the switch from 1&1 to [www.one.com](http://www.one.com) (resolved October 2017) is in progress.

**201 17/18 The MHT report:**

 The Chairman reported that Upminster Containers invoices from February 2018, will be paid by the MHT.

 Clerk to inform Upminster Containers.

**202 17/18 Finance:**

i **The Clerk reported re: the Mandate and all payments are up to date**.

ii **Appendix: showing Cheques paid (replacements) 200669-200690 for cancelled cheque numbers: 200641-200668**

 **on 16th January 2018, when the Mandate was confirmed and co-signatures authorised.**

 i The above SPC Financial Statements of January 2018 (Appendix) were recorded.

 ii All above invoices and payments were resolved. iii Councillors: Mr P Shaw and Mrs P Holmes checked the Barclays Bank Statements against the above.

iii **The latest ‘to date’ invoices as per Appendix above were agreed:**

 i Cheque no. 200691 (B Summerfield) Clerk’ Salary - February £ 505-20.

 ii Cheque no. 200692 (HMRC-PAYE) February PAYE-TRI £ 33-80.

 iii Cheque no. 200693 (W&H (Romac) Ltd) 133440 Mill Lane/Stambridge Road £ 259-23.

 iv Cheque no. 200694 (SLCC) Clerk’s subscription £ 147-00.

 v Cheque no. 200695 (W&H (Romac) Ltd) 133441 Streetlights £ 271-69.

iv The proposed move to another Bank:

 i The Metro Bank was discussed:

 ii Resolved: the Great Stambridge Parish Council will move from Barclays Bank to the Metro Bank, Southend.

 Proposed by Councillors: Mr G Ioannou, seconded by Mrs P Holmes and agreed by all.

 iii The attendees at the Metro Bank will be Chairman Councillor Mr George Ioannou, Vice Chairman Councillor

 Mrs Pamela Holmes, Councillor Mr Philip Shaw and the Parish Clerk Mr Barry Summerfield.

 iv Excluding the Parish Clerk above, all three councillors above will be authorised co-signaturies.

 v Any two of the authorised three signatures above to sign.

 vi The Clerk to have access to Metro Bank for Bank statements on line.

v Clerk to action and communicate with Councillors re: arrangements.

vi The Clerk’s logged hours update invoice (14) for December/January 2017 was co-signed and was recorded.

vii The Clerk’s EXCEL January Nett Running Costs totals (2017 – 2018) was recorded.

 Agreed the Clerk to enlarge and add lines and columns

viii The Clerk’s Projected DRAFT Nett Costs to March 2018 was recorded.

ix Resolved: all above agreed payments, all actions, financial statements, transfers, grants, countersigned cheques, etc.

 Proposed by Councillors: Mr G Ioannou, seconded by Mr P Shaw and agreed by all.

**203 17/18 Planning:**

i Application no. 17/01170/FUL 48, Cagefield Road, Stambridge, SS4 2BE

 (Application to Retain Revised Single Storey Front and Rear Extensions to Form One Bedroomed Annexe).

 Stambridge Parish Council object based on unauthorized overdevelopment exceeding the footprint.

ii Application no. 17/01186/LDC 10, Mill Lane, Stambridge Essex.

 (Application for a Lawful Development Certificate for Proposed Single Storey Side Extension).

 Stambridge Parish Council approve.

**204 17/18 Correspondence:**

i An e/letter January 2018 from Barclays Bank re: confirmation of a new mandate was recorded.

ii It was agreed a letter to all residents requesting applications for councillor vacancies, to be constructed by the Clerk.

 The letter to be enclosed with the Newsletter when it is sent out.

iii Letters/emails, RDC/EALC/Gov Circulars, Publications and Bundles: etc, etc: placed on the table.

**205 17/18 Allotments**:

 The Clerk reported a ‘DIY’ chain link fence for the inside of the road side hedge boundary would be approx. £250 + vat.

**206 17/18 Fishing Program:**

 Current balance: £2,795-00 (2018-2019).

**207 17/18 Highways and Public footpaths**

i The Clerk reported:

 i The destroyed bus shelter outside the Memorial Hall is in the process of being restored by the suppliers.

 ii Leylandii tree overgrowth on the Stambridge Road ref: no. 2547682, via essex.gov.uk.

 iii The Clerk has photographed and measured the two entry signs to Great Stambridge Village for a quotation

 for restoration. An initial rough estimate received from Tippers is £225 + vat.

ii Councillors reported the survey shows all F.P’s. clear, with thanks to Rankins Farm for clearing the FP’s in their area.

**208 17/18 Streetlighting:**

i The Clerk reported the comparable costs of replacement LED bulbs was not available to date!

ii The Clerk reported Mill Lane (x4) and P4/P5 Stambridge Road are repaired and the streetlight outside the

 Memorial Hall has a non-connection. Clerk to further investigate with contractor/UK-Powernetworks2

**209 17/18 A ‘Clerk’s Report’ document.**

 Agreed the Clerk to further investigate.

**210 17/18 Neighbourhood Planning:**

 Jan Stobart (RCCE) is booked for Tuesday 30th January 2018 at the Memorial Hall at 7.30pm.

**211 17/18 Next Agenda Items from Councillors. *for next Agenda and exchange of information only.***

 **Items: None.**

**212 17/18 Next Great Stambridge Parish Council Meeting:**

 Agreed: **Thursday 1st MARCH 2018.**

 **at the Stambridge Memorial Hall, Stambridge Road, SS4 2AR at 7.30pm.**

**213 17/18 Next Great Stambridge Finance Committee Meeting:**

 Agreed: **Thursday 15th February 2018.**

 **at the Stambridge Memorial Hall, Stambridge Road, SS4 2AR at 7.30pm.**

**23rd February 2018. Barry Summerfield, Great Stambridge Parish Clerk/RFO.**