**MINUTESDRAFT**

 **OF THE MEETING OF THE STAMBRIDGE PARISH COUNCIL**

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

 **at 7.22 pm on THURSDAY 26st JULY 2018.**

**51 18/19. To Record the Members Present:**

 Chairman Councillor Mr G Ioannou

 Councillors: Mrs S Bush, Mrs P Holmes and Mr P Shaw.

 Members of the public: None.

 The Parish Clerk: Mr B Summerfield.

**52 18/19. Chairman's opening remarks:**

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

**53 18/19. Apologies and reasons for absence:**

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

 Councillor Mrs J Gooding and Ward Councillor Mrs L Shaw.

**54 18/19. To Receive Declarations of Interests:**

i To receive all declarations of interests:

ii The Chairman declared a non-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.

**55 18/19. Co-option of a member of the public for a vacancy on the SPC:**

 The Interested party was not present.

**56 18/19. Public Questions:**

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

 i Ward Councillors: ii Councillors: iii Members of the Public

 Councillor Mr G Ioannou reported that the RDC are to hold a 20/20 festival in the year 2020.

 Each parish is encouraged to provide an event during this year (April, May, June) to celebrate local history.

 A Forum at the Freight House is to be held 11th October 2018 to discuss all options.

 The Chairman will bring a further report.

**57 18/19. To receive the Minutes of the Meeting of 21st June 2018:**

 The Minutes were Resolved agreed.

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

 The Chairman signed the Minutes as a true record.

**58 18/19. Matters Arising from the above Minutes:** (not on the agenda)

i (Minute 10 18-19/ii): Newsletter:

 The Media representatives reported a draft in progress.

ii (Minute 11 18-19/iv): Footpaths:

 Representatives reported complaints from a resident on blocked local footpaths and around the Royal Oak.

 Councillor Mr G Ioannou to talk with the landowners involved.

iii (Minute 11 18-19/vii): Heritage:

 The Research representatives reported Councillor Mrs P Holmes will lead investigations and report back.

**59 18/19. Policy Documents:**

i The Clerk reported:

 i Six GDPR Policies for Councillors and the public’s use, are now on the website.

 ii Councillors agreed the adoption of all of the above.

ii The Internal Controls Policy was circulated and agreed.

 Proposed by Councillors: Mr G Ioannou, seconded by Mrs S Bush and agreed by all.

iii A draft CCTV policy from the Clerk will be adapted by the Chairman for the SCCMC’s use.

**60 18/19. Finance:**

iResolutions and Standing Orders (P14) Ref: (Minute 22 18-19/viii/i).

ii Councillor Mr G Ioannou raised his proposal to reverse ‘the resolution to pay the Clerk by Standing Order

 (Minute 22 18-19/viii/i).

iii After discussion the Clerk advised on SLCC guidance received, the Stambridge Standing Orders (P14) ‘Rescission of Resolutions’ clarifies the position. The resolution (Minute 22 18-19/viii/i) cannot be reversed for 6 months.

iv Resolved (Resolution Minute 22 18-19/viii/i) stands.

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

**61 18/19. Finance:**

i i The SPC Metro Financial Statements 26th July 2018 (appendix) were recorded.

 ii The above balances were checked against Metro Bank Statements by Cllrs: Mrs P Holmes and Mr P Shaw.

ii The Clerk’s Excel (to date) nett running costs spreadsheet was recorded.

iii The RDC remittance of the BACS payment of the second Part Precept 2018-2019 @ £15,450-00 was recorded.

iv The Clerk’s time/work sheet (18) for 21st June, from 31st May 2018 for 47.667 hours as agreed with H&R was recorded.

v The Clerk’s time/work sheet (19) up to 26th July 2018 for 47.667 hours as agreed with H&R was recorded.

vi The latest ‘to date’ invoices as per Appendix:

 i The payment to HMRC re: the RTI-PAYE for the month of July @ £ 40-40 was recorded.

 ii An Invoice June 2018 from W&H (Romac) Ltd re: 133683 Streetlighting repairs @ £ 441-43 was recorded.

 iii An Invoice June 2018 from ICO re: O2ac2e420554 Data Protection Fee 2018-2019 @ £40-00 was recorded.

 iv An Invoice June 2018 from RCCE re: Annual Subscription 2018-2019 @ £72-60 was recorded.

 v An Invoice July 2018 from Mr Pitts re: allotments green maintenance @ £50-00 was recorded.

 vii A donation to ‘Speedwatch’ towards body cameras at the requested £50-00, was agreed by councillors.

vii i The Chairman allowed: a discussion on the payment of the second tranche of the Precepted Community Grant

 to the SCCMC @ £2,500-00.

 ii Councillors agreed the payment and the cheque (at the Chairman’s request), was received to be paid in asap.

viii The unpaid invoice dated April 2018 to Stambridge Memorial Hall @ £427-97 was discussed and was agreed to be paid

 by the SCCMC at their next meeting on 4th September 2018. Clerk to forward a copy to the Chairman.

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

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

**62 18/19. Planning:**

 Application no 18/00638/LDC Aldersbrook, 1, Stewards Elm Farm Lane, Stambridge, Essex. SS4 2BB.

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

* Stambridge Parish Council approve.

**63 18/19. Correspondence:**

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

**64 18/19. Allotments**:

i The Clerk reported that general green maintenance was actioned inc; all green borders, P14 clearance, P23 clearance

 and willow branches over P13.

ii An email July 2018 from a resident re: allotments maintenance was noted.

iii Councillor Mrs P Holmes will contact the landlord re: the proposed Pyracanths/Blackthorn/Hawthorn planting!

iv The Clerk reported the frontage length of the hedge @ 32 mtrs.

v Councillor Mrs S Bush reported the Facebook advertisement for the vacant allotment plots was on the Selling Pages.

vi The Clerk reported the insurance were OK with pyracanths and the Woodlands Trust have free trees that may suit the Stambridge Allotment purposes. The Clerk to investigate further.

**65 18/19. Highways and Public footpaths:**

i Councillor Mr G Ioannou reported on the antispeeding petition and letter for all of the residents of Stambridge.

 i The County LHP officer will help to write up the proposals for the report which will be added to the received petitions that will go to the LHP meeting on 27th September 2018.

 ii The petition will be put together with the information received above, for distribution to all residents.

 iii Councillor Mr T Cutmore is reported to be writing to the LHP in support of speed reductions.

 iv Chicanes are reported to be proposed to reduce speeding on the long straights.

 v The School warning sign (Memorial Hall - 60 mph) is reported that it should be on 30 mph roads only.

 vi A survey of the whole of Stambridge Road is reported to be carried out next week to decide where speed measuring/recording devices will best be installed.

 vii Accident statistics of the Stambridge Road are reported to be forwarded, by Councillor Mrs Jo Macpherson.

ii Councillors Mrs P Holmes and Mrs S Bush to investigate the reported complaints of obnoxious smells emanating

 from the Stambridge Sewerage Works:

iii ‘Equestrian Glow and Slow Campaign posters’ for local School children to the next Agenda.

iv The Clerk reported Tippers restoration of the entry signs to Great Stambridge Village, to be in the first week of August.

v Councillor Mr P Shaw to research progress on the flooding situation opposite Little Stambridge Hall Lane.

**66 18/19. Streetlighting:**

i The Clerk reported his July survey of unserviceable Streetlights were P1, P14 and PX Cagefield Road.

ii i The Clerk reported the UKpowernetworks energy connection quotation for the Streetlight outside the Memorial

 Hall @ £6,938-40.

 ii Councillor agreed not to go ahead with the above UKpowernetworks quotation and will action (via the SCCMC)

the Memorial Hall carpark floodlight, to be brought to a working condition to illuminate the bus stop.

iii Councillor reports: None.

**67 18/19. Next Agenda Items from Councillors: *for next Agenda and exchange of information only.***

The additions as discussed on the next Agenda inc: Training, Clerk/Councillors actions report, Finance to be discussed

 by the Finance Committee prior to meeting – Night-time flights noise - Carpark driveway – Matters arising from the TOR – Alleged Green Gateway contract with the SPC.

**68 18/19. Private and Confidential:**

Pursuant to the provision of Section 1000(a) of the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985, the press and public be excluded from the meeting for consideration of the following item of business on the grounds that it contains information defined as exempt in Part 1 of Schedule 12a of the Local Government Act 1972, as detailed.

The content of the presented copies of the Clerk’s new Contract, were recommended to the Council by the HR Committee.

The Council agreed the recommendation and the contract to be completed at the next meeting.

**69 18/19. Stambridge Finance Committee Meeting: at 7.00 p.m.**

 **Agreed: 6th September 2018.**

 **at the Stambridge Memorial Hall, Stambridge Road, SS4 2AR**

**70 18/19. Stambridge Sole Trustee Meeting: (following the above)**

 **Agreed: 6th September 2018.**

 **at the Stambridge Memorial Hall, Stambridge Road, SS4 2AR**

**71 18/19. The next Stambridge Parish Council Meeting: (following the above)**

 **Agreed: 6th September 2018.**

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

**There being no further business the Chairman closed the meeting at 8.52 pm.**

**DRAFT 2018. Barry Summerfield, Stambridge Parish Council Clerk**