**MINUTES**

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

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

 **on MONDAY 18th MARCH 2019.**

**215 18/19**  **To Record the Members Present:** 7.31 pm**.**

 Chairman Councillor Mr G Ioannou

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

 Ward Councillors: None

 Members of the public: None.

 The Parish Clerk: Mr B Summerfield.

**216 18/19 Chairman's opening remarks:**

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

**217 18/19 Apologies and reasons for absence:**

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

 Ward Councillor Mrs L Shaw.

**218 18/19 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 SCCMC Trust Clerk.

iii Councillor Mrs S Bush declared a pecuniary interest as being employed by the SCCMC.

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

**219 18/19 Public Questions:**

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

 Ward/Parish Councillor Mr G Ioannou reported:

i the Local Highways Panel meeting had been held earlier in the day and he had pushed hard for the inclusion of:

 i A speed limit between the Stambridge School and the Memorial Hall

 ii Pedestrian crossings outside both buildings

 iii Speed surveys on the Stambridge Road

 iv The recorded evidence of the 15 Road Traffic Accident’s occurring on the Stambridge Road have been given

 to support the above.

ii Missing HGV signs at the junction of the Apton Hall Road and Stambridge Road are to be reinstalled/reappraised for clarity, to avoid the alleged Rat-Run situation.

iii The 20/20 Forum is to meet on 25th April 2019.

iv On the 2nd May 2019 the Elections Polling station will be at the Stambridge Harold Ranking Pavilion.

v Speed Watch is to resume.

**220 18/19 To receive the Minutes of the Finance Committee Meeting of 21st February 2019.**

 The Minutes were Resolved agreed.

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

 The Chairman signed the Minutes as a true record.

**221 18/19 To receive the Minutes of the Parish Council Meeting of 21st February 2019.**

 The Minutes were Resolved agreed.

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

 The Chairman signed the Minutes as a true record.

**222 18/19 Matters Arising from the Minutes:**

i (Minute 194/i) Discover 20/20.

 The Clerk handed guidance on the history of Stambridge for the committee: A meeting to be arranged.

ii (Minute 194/ii) The ‘Stambridge Well’ survey.

 The Clerk reported a potential physical probing of the known ‘Well’ area.

 Councillor Mr G Ioannou will seek information from RDC officer Mr George Duncan, Surveyor.

iii (Minute 205) The Green Gateways agreement

 The Clerk’s read to the Council the letter to Green Gateways and awaits their official response.

**223 18/19 The Progress Report on all agreed Actions:**

 **Attached: To receive reports:**

**224 18/19 Finance:**

To receive the recommendations of the Finance Committee:

i i To receive the SPC Metro Financial Statements of 18th March 2019 (appendix).

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

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

iii The Clerk’s time sheet (25) for December/January 2019 for 47.5 hours was recorded.

iv The Clerk’s publication of the Rochford District, ‘Council Tax 2019-2020’, statement was recorded.

v The SPC end of financial year shared costs 2019, invoice to the SCCMC:

 i An invoice to the SCCMC was discussed based on the Excel (to date) nett running costs and agreed shared nett

 BT costs and payments of the Vodaphone charges.

 ii The Chairman informed the Council that the Vodaphone charges had ended in February 2019 and were paid by the SCCMC from then on.

 iii Agreed the clerk to issue the nett shared BT costs 2018-2019 invoice to the SCCMC, the Vodaphone account (now closed) and agreed £30-00 subscription to the Essex Playing Fields Association @ Total £ 609-88.

vi The April HMRC PAYE payment @ £40-40 was recorded.

vii The Clerk’s notification to ‘WAVE’ re: allotment water loss and future D/D arrangements @ £40-00 was recorded.

viii i An Invoice November 2018 from Mr G Ioannou/KES re: Newsletter/Flyers/leaflets @ £259-00 was recorded.

 ii The Council agreed the Chairman to sign the cheque in his favour and retain it, was recorded.

ix An Invoice February 2019 from B Summerfield/Amazon re: Stopcock Key and cover lifter @ £26-80 was recorded.

x An Invoice March 2019 from B Summerfield/Bags and Covers re: Standpipe covers x 2 @ £66-49 was recorded.

xi An Invoice March 2019 from Sam Gatward Ltd re: Stambridge Village Entry Signs x 2 @ £408-00 was recorded.

xii An Invoice March 2019 from W&H (Romac) Ltd re: 134031 Streetlighting repairs x 4 @ £236-16 was recorded.

xiii An Invoice March 2019 from Essex Playing Fields re: Annul subscription @ £ 30-00 was recorded.

 Councillors agreed that the subscription for the Essex Playing Fields Association should be managed by the SCCMC.

 The SPC will pay the EPFA subs cheque and invoice the SCCMC, whilst notifying of the change in the interested party.

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

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

**225 18/19 Planning consultations:**

**Ward Councillors: Mr G Ioannou and Mr P Shaw declared a non pecuniary interest in the following planning items and remained to give advice when requested, but did not vote or express opinion in any direction.**

 Application no 18/01026/REM Land Between 7 and 13, Cagefield Road, Stambridge. SS4 2BE

 (Application for Reserved Matters Relating to Access, Layout, Appearance and Scale for Proposed 3 no.

 Self-contained Apartments with Associated Access, Parking, Soft and Hard Landscaping following Outline

 Planning Permission re: 17/0070/OUT).

 Stambridge Parish Council has no comment.

**226 18/19 Correspondence:**

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

**227 18/19 Training:**

 Councillors requests for training, based on the published/circulated EALC/RDC training programs: None.

**228 18/19 Allotments:**

i The Clerk’s report: The stopcock frost-box bags for Winter use and a stopcock Key and manhole cover lifter were purchased.

ii Allotment plot leases, April 2019-2020 were discussed and agreed:

 i The plot costs for 2019-2020 for Stambridge residents are placed on hold at £70, as local residents already

 pay towards the Precepted Stambridge Parish Council/Rochford District Council tax.

 ii Plot holders living outside the Stambridge area will be charged £75 for 2019-2020.

iii The free Tree whips are received. Planting was discussed.

**229 18/19 Streetlighting:**

i The Clerk reported that a Streetlighting Policy should be in place for the Council to agree, before any agreement/contract with the contractors can be set up!

 A template Policy will be produced for the next Agenda.:

ii Councillor reports: None.

**230 18/19 Highways and Public footpaths:**

i The Clerk agreed a Risk assessment will be setup prior to any voluntary work.

ii A reported tree down on the Apton Hall Road; ref:2608455

iii Reports of a road accident on the frontage of a house by the end of the Stambridge Road/Apton Hall Road

 and lorries using the Stambridge Road as a ‘Rat Run’.

iv Agreed the SPC to receive quotations for cutting back alleged overgrown leylandii trees.

**231 18/19 Website:**

 The Clerk reported the website will be further updated with the information from this meeting.

**232 18/19 Local Parish Council Elections:**

 The Clerk distributed the Election Nomination Papers to all councillors.

 The Clerk and Chairman gave guidance on the various boxes on the forms.

 The Clerk will email further guidance.

**233 18/19 Items from Councillors: *for next Agenda and exchange of information only.***

Items: Fly Zapper information to be sent to the Clerk to carry out the SPC decision to purchase one for the kitchen

 of the Memorial Hall.

**234 18/19 The Next Stambridge Finance Committee Meeting: at 7 p.m.**

 **As agreed: Thursday 18th APRIL 2019.**

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

**235 18/19 Next Stambridge Parish Council (following the above at 7.30-8 pm.)**

 **As agreed: Thursday 18th APRIL 2019.**

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

**There being no further business the Chairman closed the meeting at 8 55pm.**

**13th March 2019. Barry Summerfield, Stambridge Parish Council Clerk/RFO.**