

MINUTES

OF THE MEETING OF THE STAMBRIDGE PARISH COUNCIL HELD AT STAMBRIDGE PAVILION, STAMBRIDGE ROAD, ROCHFORD. SS4 2AR. on THURSDAY 7th NOVEMBER 2019.

(Following on from the Finance Committee meeting at 6.30 pm).

144 19/20 To Record the Members Present:

7.06 pm.

Chairman (Ward Councillor): Councillor Mr G Ioannou.
Councillors: Mr P Bowen, Mrs N Crane, Mrs J Gooding and Mr P Shaw.
Ward Councillors: Mrs L Shaw and Mr S Wootton.
Members of the public: None.
The Parish Clerk: Mr B Summerfield.

145 19/20 Chairman's opening remarks:

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

146 19/20 Apologies and reasons for absence:

To be received by the Clerk in person via: email, letter and telephone.
Apologies as received from Councillor: Miss E Lingley was agreed.

147 19/20 To Receive Declarations of Interests:

- i To receive all declarations of interests: None.
- ii The Chairman reminds Councillors to declare any further interests now and as they became evident to them, during the progress of the meeting.

148 19/20 Stambridge Parish Council Casual Vacancy:

- i To receive applications for the one casual vacancy. None
- ii To receive a personal statement from the applicant.

149 19/20 Co-opting of applicant for the role of Parish Councillor.

- i The Co-opted Member of the public to sign their Statutory Declaration of Acceptance of Office. None
- ii To receive their Declarations of Interests Forms (28 days) and additional paperwork.

150 19/20 Dispensations (relevant provision is s.33 of the Localism Act 2011)

The Clerk to receive Councillors written requests for dispensations re: Financial matters as local council tax payers inc: the Precept and as members of the SCCMC. None.

151 19/20 Public Questions:

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

Ward Councillor Mrs L Shaw reported:

Food distribution is going well and appeals for crisps has had results – has not attended speed-watch recently as unwell – Canewdon residents have volunteered their interest in their parish speed watch – generally looking into Sunday speed watches – one Stambridge resident has complained re: a local parking fine.

Ward Councillor Mr S Wootton reported: The original 20-20 plan in May 2020, is now modified in our area to an 'invitation only event on Wallasea Island' and a 'grand free two day event at the Freight House' on 30th/31st.

152 19/20 To receive the Minutes of the Finance Committee Meeting of 10th October 2019:

The Minutes were Resolved agreed; subject to the correction of the names of Councillors attending to: Mr P Shaw, Mr P Bowmen and Mrs J Gooding.

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

The Chairman signed the Minutes as a true record.

153 19/20 To receive the Minutes of the Parish Council Meeting of 10th October 2019:

The Minutes were Resolved agreed.

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

The Chairman signed the Minutes as a true record.

154 19/20 Matters Arising from the Minutes of the Parish Council Meeting, 10th October 2019:

(Minute 122) Casual Vacancy

Cllr Mrs J Gooding has again kindly advertised the Vacancy on the Stambridge Facebook and arranged to place a link to the latest 'The Good Councillors Guide 2018' on the SPC website.

155 19/20 The Progress Reports on all agreed Councillors/Clerk Actions:

	<u>Actions</u>	<u>Progress</u>	<u>Outcome</u>
i	Cllr: Mr P Shaw's report: 'Discover 20/20' committee update	Report.	
	<i>i Agreed a meeting on 28th November in the Pavilion at 7pm.</i>		
	<i>ii Councillor Mr G Ioannou to contact the School re: Scarecrows!</i>		
ii	The Clerk's report re: Public Footpath walks re: PROW letter.	Report.	
	<i>Cllr Miss E Lingley to identify the reported blockage</i>		

- iii Agreed donation to the Mobile Stroke Unit @ £100-00. Waiting for Charity Number.
- iv Cllr: Miss E Lingley's report re: Heras fencing panels and compost bins. Report.
Agreed: Clerk to arrange the erection of the Heras fencing' panels.
- v The final draft Autumn Newsletter for Councillors to proof read: Report:
Councillor Mr G Ioannou to forward to all the updated Newsletter.
Clerk to receive OK from councillors and forward final Newsletter to be printed.

156 19/20 **Finance:** **To receive the Finance Committee's Financial recommendations:**

- i i The SPC Financial Statements of 7th November 2019 were recorded.
- ii The above balances were checked against Metro Bank Statements by Cllrs: Mr P Bowen and Mr P Shaw.
- ii The SPC short term loan to the SCCMC re: Mandate change @ £3,531-13 and £1,500 was discussed.
- iii The Clerk's log (31) of working hours for October 2019 was signed and recorded.
- iv The Parish Council's updated SPC Excel NETT running costs for October 2019 were recorded.
- v The Council discussed:
 - i The purchase of the new laptop, etc, @ £ 579-00 as agreed and was recorded.
 - ii Resolved: A letter to the Metro Bank transferring the laptop ringfenced £579-00 from the business account was recorded.
Proposed by Councillors: Mr P Shaw, seconded by Mr G Ioannou and agreed by all.
 - iii A new website Server was discussed and it was agreed to go with 'Websites4communities' was recorded.
 - iv The present email address of 'Clerk@stambridgepc.co.uk' to be changed post website update, was agreed and was recorded.
- vi An Invoice (HL1054) October 2019 from Heelis and Lodge re: Internal Audit @ £ 180-00 was recorded.
- vii An Invoice October 2019 from B Summerfield/Stamps @ £ 61-04 was recorded.
- viii The PAYE-RTI payment for December 2019 @ £40-00 was recorded
- ix The Clerk's request for the latest edition (11) of Arnold Bennett from Lexis Nexis @ £104-04 was agreed and recorded.
- x The payment October 2019 from the SCCMC of the SPC/invoice of 20th March 2019 @ £ 609-88 was recorded.
- xi The receipt of an invoice (88217726) from RDC re: Conducting the Contested Parish Elections on 2nd May 2019 @ **£1,693-87.** (no vat) was recorded.
- xii The D/D payment October 2019 to E.on @ £145-11 was recorded.
- xiii The D/D payment October 2019 to BT @ £74-74 was recorded.
- xiv The D/D payment October 2019 to NWG/Anglian Water @ £ 40-00 was recorded.
- xv The Standing Order payment October 2019 to the Clerk @ £628-95 was recorded.
- xvi Resolved: all above recommended and agreed payments, all actions, financial statements, transfers, grants, countersigned cheques, etc, etc.
Proposed by Councillors: Mr P Shaw, seconded by Mr G Ioannou and agreed by all.

157 19/20 **Planning consultations:**

Application noNone.

158 19/20 **Correspondence:**

To receive/record e/Letters, RDC/EALC/Gov. Circulars, Publications and Bundles: etc, etc: as placed on the table.

159 19/20 **Training:**

- i Councillors requests for training, based on the published/circulated EALC/RDC training programs: None.
- ii i After discussion it was agreed that the EALC offered 'Councillors in house training', would be arranged for up to seven Councillors on a Saturday morning at the quoted cost of @ £350.
- ii Councillor Mrs N Crane to arrive at some convenient dates and times to book the course, through the Clerk.

160 19/20 **Allotments:**

The Clerk reported all working well.

161 19/20 **Streetlighting:**

- i The essential Car park light and faulty router at the Memorial Hall was reported to the Trust Clerk SCCMC.
- ii Councillor reports: None

162 19/20 **Highways and Public footpaths:**

- i i Notification from Natural England of the publication of the Coastal Access Reports:
 - ii Maps of the Southend to Wallasea Island, specific to Stambridge, were circulated.
- ii The latest LHP report of agreed Funding Schemes 2019-2020 was recorded.
- iii Acknowledgement from Essex Highways of the SPC enquiry (Flashing Speeds signs x 2 U/S) at the Church/School corner, Stambridge Road. (2635546) was recorded
- iv The FYI ECC Public Path Diversion Order 2019 Footpath 3 Canewdon was recorded
- v Councillor reports: None.

163 19/20 **Website:**

The website to be further updated with the information from this meeting.

164 19/20 **Items from Councillors:** for next Agenda and exchange of information only.

Items: Speeding on the Stambridge Road and Councillors Xmas celebration.

165 19/20 **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.

To receive the Draft Minutes of the Sole Trustee Committee/SCCMC Clerk's, private meeting of 7th October 2019:

Were received for information only.

166 19/20 **To agree the date of the next Stambridge Finance Committee Meeting:** at **6.30** p.m.

Agreed: **Wednesday 11th DECEMBER 2019 ? (PRECEPT)**

at the Stambridge Memorial Hall or Pavilion, Stambridge Road, SS4 2AR.

167 19/20 **To agree the date of the next Stambridge Parish Council Meeting:** at 7.00pm.

Agreed: **Wednesday 11th DECEMBER 2019 ? (PRECEPT)**

at the Stambridge Memorial Hall or Pavilion, Stambridge Road, SS4 2AR.

There being no further business the Chairman closed the meeting at 8 .05 pm.

6th December 2019.

Barry Summerfield, Stambridge Parish Council Clerk/RFO.