

**MINUTES**  
**OF THE ONLINE MEETING OF THE STAMBRIDGE PARISH COUNCIL**  
**HELD BY ZOOM PRO CONFERENCE**  
**ON THURSDAY 1<sup>st</sup> OCTOBER 2020.**

- 53** 20/21 **To Record the Members Present:** 6.06 pm.  
Chairman: Councillor Mr P Shaw.  
Councillors: Mr P Bowen, Mrs N Crane, Mrs J Gooding, Mrs C Lingley and Miss E Lingley.  
Ward Councillor: Mrs L Shaw.  
Members of the public: The meeting was advertised on the local notice boards, on Facebook (Stambridge Community and Stambridge Parish Council (SPC)) and on the SPC website.  
Two public requests to attend were received and invitations sent out.  
The Parish Clerk: Mr B Summerfield.
- 54** 20/21 **Chairman's opening remarks:**  
The Chairman welcomed from Scotland, Mrs Pamela Holmes (ex Councillor) and all persons attending the Meeting.
- 55** 20/21 **Apologies and reasons for absence:**  
To be received by the Clerk in person via: email, letter and telephone.  
Apologies received from Councillor Miss E Lingley and Ward Councillor Mr S Wootton.
- 56** 20/21 **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.
- 57** 20/21 **Public Questions:**  
(Guest Speakers, visiting Ward/County Councillors, Councillors and Questions/Statements from members of the public)
- i Ward Councillor Mrs L Shaw reported:– Funding is being applied for a Fishing programme for adults and also for younger children – The Rochford Angling Club want to run disabled fishing instruction in Stambridge – Councillor Miss E Lingley is investigating - A reminder from the floor that a SCCMC container has fishing gear – Different ways of working the weekly Ward surgeries under present Covid conditions are being sought - A spare Notebook was offered by the Ward Councillor and Councillor Mrs N Crane to members struggling to connect – A further fishing project is being developed.
- ii Invited member of the public Mrs Pam Holmes was in welcome attendance.
- 58** 20/21 **To receive the Minutes of the Zoom conference meeting 7<sup>th</sup> September 2020.**  
The Minutes were Resolved agreed.  
Proposed by Councillors: Mrs N Crane, seconded by Mrs J Gooding and agreed by all.  
The Chairman to sign the Minutes as a true record outside the meeting.
- 59** 20/21 **Matters Arising from the Minutes:**  
(Minute 44/ii 20/21) The Zoom Pro platform.
- i The Clerk has upgraded Zoom to Pro.
- ii The Clerk's note to all councillors re: the Zoom telephone ability (as circulated) was recorded.
- iii Resolved: The Zoom Pro. platform to be shared with Paglesham PC and possibly Sutton PC.  
Proposed by Councillors: Mr P Shaw, seconded by Mrs N Crane and agreed by all.
- 60** 20/21 **Progress Reports on all agreed Councillors/Clerk Actions:**
- |     | <u>Actions</u>   | <u>Progress</u> | <u>Outcome</u> |
|-----|--|-----------------|----------------|
| i   | The Clerk reported that the five second-hand Heras panels (to complete the allotments road frontage security), were ordered and received and now installed.  |                 |                |
| ii  | Councillors: Mrs N Crane and Mrs J Gooding reported that two newsletter articles were forwarded to the Clerk and they are progressing others of interest – the Chairman volunteered an article.<br>A newsletter committee will be called when grant funding for a local fishing project, has been clarified for the organiser Councillor Miss E Lingley.                                 |                 |                |
| iii | Councillor Mr P Shaw reported on the LHP committee actions on Stambridge Road speeding (20mph speed limits reports are awaited), potential crossings, the Leylandii Trees at Stambridge Village and 'Rangers' general pavements work including opposite the Stambridge Fisheries, the corner of Stambridge Road and Wheatfields Road and the bus stop sign next to the bus shelter, etc. |                 |                |
| iv  | The Clerk reported re: the PROW (15) marker on Gore Road (evident in 2016 Street-view) is missing and reported (ref:2677891).  |                 |                |
| v   | The Clerk reported on his survey of Winter Salt 2020:  |                 |                |
| i   | the salt stock is at 1.5 pallets.  |                 |                |
| ii  | the Parish salt bins are located at: The Cherry Tree (missing), The School (half full), The Royal Oak (half full) and the BT Station at the Junction of Stambridge Road and Apton Hall Lane (half full).   |                 |                |

- iii Agreed to top up all salt bins leaving approx. 1 full pallet. therefor the ECC winter salt order will be cancelled.
- vi Resolved to purchase a new salt bin to be located at the Mill Lane Bus Shelter @ £118.36  
Proposed by Councillors: Mr P Shaw, seconded by Mrs N Crane and agreed by all.
- vii The Stambridge Memorial Hall progress update:  
Chairman of the SCCMC Councillor Mrs N Crane's reported re: The Hall continues to be thoroughly cleaned and de-fumigated (Fogged) after each daily/evening letting's - Day lettings presently are with Mini Marvels Monday to Friday all day and Friday (am) – Evening lettings are with the Dance Studio, Yoga and Chaos – other individual weekend lets to be added on demand on Saturday afternoon/evenings and Sundays - The Fire exit opposite the Hall office will be cleared and new storage provided for Mini Marvels –  
Pavilion work is ongoing with a new front Door, Fire exits and three windows to be installed – The MS busses are to be moved to allow the pavilion work – The Cess pit covers have been repaired - All containers are now owned by the SCCMC – The Basketball court work will be started this month including Floodlighting and a new light for the Hall entrance installed – the Pavilion toilets are to be sorted - A defibrillator is now installed on the carpark end of the Hall.
- viii The next scheduled SCCMC meeting is on 13<sup>th</sup> October 2020.

**61** 20/21 **Finance:**

- i To receive the SPC Financial Statements (as circulated on 1<sup>st</sup> October) were recorded.
- ii i To receive The Metro Financial Statements of 1<sup>st</sup> October 2020 (as circulated on 1<sup>st</sup> October) were recorded.  
ii The above Metro balances were checked against Parish Bank Statements by Cllrs: Mrs P Shaw. and Mrs N Crane.
- iii The Clerk's log (42) of working hours for September 2020 (as circulated on 1<sup>st</sup> October) was recorded.
- iv The Parish Council's updated SPC Excel NETT running costs 20/21 (as circulated on 1<sup>st</sup> October) was recorded.
- v The Clerk reported the PKF-Littlejohn's AGAR 2019-2020 questions are being answered.
- vi The Clerk reported the Village Hall BT account anomalies were being pursued. Councillor Mr G Ioannou has been asked to supply copies of the Barclays Bank statements from April 2020 to assist the SCCMC.
- vii The Clerk reported re: a solicitor to oversee the signing of SPC/SCCMC Loan Agreement 2020, to be arranged.
- viii A payment to: Stambridge Community Centre 2<sup>nd</sup> Part SCCMC agreed 10 year Loan @ £2,500-00 was recorded.
- ix A payment to: HMRC PAYE-RTI (October) @ £60.40 was recorded.
- x Quotations from Arboriculturists re: Overgrown Willows at Allotments Plots 13/14 (Health and Safety) were discussed. N.B. Two late quotations received to be added for further discussion at the next meeting.
- xi An Invoice September 2020 from Amianthus Blue Consultants Ltd re: Bus Shelter (asbestos) @ £60-00 was recorded.
- xii An Invoice September 2020 from B Summerfield/Leigh Fencing re: Five S/H Heras panels @ £110-00 was recorded.
- xiii A requested Invoice September 2020 from Glendinning Electricians re: Defib Box Mem Hall @ £ not received.
- xiv The D/D payment September 2020 to BT Cloud @ £ 91-18 was recorded.
- xv The D/D payment September 2020 to E.On @ £149-95 was recorded.
- xvi The D/D payments September 2020 to Wave/Anglian Water (Allotment water) @ £77-00 was recorded.
- xvii Resolved: all Covid-19 emergency actions, recommended and agreed payments, other actions, financial statements, transfers, grants, countersigned cheques, etc, etc.  
Proposed by Councillors: Mrs N Crane, seconded by Mrs C Lingley and agreed by all.

**62** 20/21 **Planning consultations:**

The 'called in' application no 19/00926/FUL, Little Stambridge Hall Farm, Little Stambridge Hall Lane, SS4 1EX has been refused by the RDC.

**63** 20/21 **Correspondence:**

- i i The Briefing Article from Cllr. David Finch, Leader of Essex County Council was received.  
ii Agreed the Clerk will circulate an email from Councillor Mr M Steptoe receive today, that gives a fuller explanation of the Gov White Paper and offers help with questions.
- ii The NALC consultation survey was recorded:
- iii Complaints of smells from the Stambridge Sewerage Works are being investigated by the Environment Agency.
- iv A request from the defib suppliers for a photograph of the installation has been received.
- v Received/record e/Letters, RDC/EALC/Gov. Circulars, Publications and Bundles: etc, etc: as placed on the table.

**64** 20/21 **Training:**

Available EALC training as emailed.

**65** 20/21 **Allotments:**

The Health and Safety 'green maintenance' requirements for the Willows opposite Plots 13a/14 were discussed.

**66** 20/21 **Streetlighting:**

Clerk and Councillors reports: None.

**67** 20/21 **Highways and Public Footpaths:**

Clerk and Councillors reports: None.

**68** 20/21 **Signatures on all leading documents and cheques:**

- i To record that all Resolved leading documents and the cheque book from the 7<sup>th</sup> September 2020 Stambridge Parish Council 'Zoom' meeting (COVID-19), were signed by the Chairman and a councillor, at a later date.
- ii To agree that: all Resolved leading documents and Cheques from this October meeting, etc. are to be signed by the Chairman and a Councillor after the meeting, as organized by the Clerk. Resolved, agreed by all.

**69** 20/21 **Website:** ([www.stambridgepc.org.uk](http://www.stambridgepc.org.uk))

i The Community4 Ltd website to be further updated with the information from this meeting.

ii To notify and record; that the public's potential involvement at all 'ZOOM' meetings, are advertised on the SPC Website, Parish Notice boards and the Stambridge Community and Stambridge Parish Council facebook!

**70** 20/21 **COVID-19 Legislation changes updates:**

To receive all (as circulated).

**71** 20/21 **Items from Councillors:** for next Agenda and exchange of information only.

Item:

Stambridge Parish Council website to include all meetings leading documents, PC news facts and linked to the website.

All social discussion to be edited out.

**72** 20/21 **To agree the date of the next Stambridge Parish Council.**

Agreed: **THURSDAY 5<sup>th</sup> NOVEMBER 2020** at 6.00 p.m.  
(BY AN ONLINE CONFERENCE VIA 'ZOOM')

There being no further business the Chairman closed the meeting at 7.21 pm.

31<sup>st</sup> October 2020.

Barry Summerfield, Stambridge Parish Council Clerk/RFO.