

MINUTES Draft

OF THE ONLINE MEETING OF THE STAMBRIDGE PARISH COUNCIL

HELD BY ZOOM PRO CONFERENCE
ON THURSDAY 3rd DECEMBER 2020.

94 20/21 To Record the Members Present:

6.05 pm.

Chairman: Councillor Mr P Shaw.

Councillors: Mr P Bowen, Mrs N Crane, Mrs J Gooding, Mr G Ioannou, Mrs C Lingley and Miss E Lingley.

Ward Councillors: Mr G Ioannou and Mr S Wootton.

Members of the public: Mrs P. Holmes.

The meeting was advertised on the local notice boards, on Facebook (Stambridge Community and Stambridge Parish Council (SPC)) and on the SPC website.

One public request to attend was received.

The Parish Clerk: Mr B Summerfield.

95 20/21 Chairman's opening remarks:

The Chairman welcomed all Councillors and Mrs Pam Holmes to the Meeting.

96 20/21 Apologies and reasons for absence:

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

Apologies received from Ward Councillor Mrs L. Shaw (RDC meeting).

97 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.

98 20/21 Public Questions:

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

i Ward Councillor Mr S Wootton reported: He has been heavily involved with issues arising from the Lockdown and its effect on the RDC including handling various government grants that are being issued to local businesses.

ii Ward Councillor Mr G Ioannou reported: on local Highway issues – Speed traps have been setup by Essex Highways on northern Stambridge roads - Creeksea Ferry Road accident – Three directors are organising the Pilot Rochford Financial Hub with interfaces with six banks for the public's use - Grants have been received for the Canewdon/Paglesham/ Stambridge Food Bank, which is inundated with local requests.

iii The Public:

One member of the public joined the meeting.

No questions or other public requests to take part were received.

99 20/21 To receive the Minutes of the Zoom conference meeting 5th November 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.

100 20/21 Matters Arising from the Minutes:

None.

101 20/21 Progress Reports on all agreed Councillors/Clerk Actions:

Actions

Progress

Outcome

i i Newsletter Committee reported agreed all items to be forwarded to the Clerk.

ii The Clerk reported: Newsletter costs for 560 copies are £185 plus assembly work @ £45-00.

iii Agreed a draft copy to be approved by the Council prior to publication.

ii i Councillor Miss E Lingley reported re: a Fishing Club for the Partially Sighted and the Blind have received a grant.

ii The Council congratulated Cllr Miss E Lingley on her voluntary work and progress.

iii i LHP updates: the Chairman reported sending his photographs showing a passing bus in the middle of the Stambridge Road caused by the overgrown overhanging Leylandii conifers, located opposite the entrance to Ash Tree Court, Great Stambridge (a clear danger to all traffic using this stretch of road)!

ii Stambridge Parish Council and Essex Highways complaints over the last three years to the owners of the location have been ignored to date.

iv The Clerk reported the problems with the uploading of Parish Council documents onto the Stambridge Parish Council's Facebook page.

v i The Clerk reported: The Bicycle racks were delivered and are now with the SCCMC at the Village Hall.

ii The council agreed to pay for the installation of the Bike racks when the location is decided.

vi The Clerk reported: Wave/Anglian Water (Allotment water) account has been building up a credit. The Clerk has asked that the D/D's be now based on a monthly meter readings. The next charge will be in February 2021.

vii The Clerk reported; he has been awarded the Certificate in Local Councils Administration (CILCA).

- viii The Clerk reported: Local Council Award Scheme document to be forwarded to all for the next Agenda discussion.
- ix The Clerk reported: General Power of Competence document to be forwarded to all for the next Agenda discussion.
- x Chairman of the SCCMC Councillor Mrs N Crane reported:
 - i the Government lockdown has restricted all Village Hall letting actions apart from Mini Marvels.
 - ii The SCCMC Clerk, Mrs S Faulkner has become the Clerk for Rochford Parish Council and will be continuing with the SCCMC as Clerk on restricted hours. The 10 working hours per week will remain the same, but with 8 hours taken up by an assistant clerk.
 - iii A SCCMC meeting, is to be held next week.
- xi The Clerk reported: an STC meeting will be held when the documents from the above SCCMC meeting are received.

102 20/21 **Finance** (The Budget/Precept 2021-2022):

- i The Clerk's Excel Nett estimated budgeted Income and running costs 2020-2021 inclusive was recorded.
- ii The RDC notification of the Council Tax Base and Town/Parish Precepts was recorded.
- iii
 - i The Draft Budget and the draft Precept Demand on Rochford District Council for the financial year 2021-2022 was discussed at length and agreed.
 - ii Resolved the Precept demand on the Rochford District Council for 2021-2022 is £32,000.
 - iii To be ratified at the January Meeting.

103 20/21 **Finance:**

- i The SPC Financial Statements (as circulated on 3rd December) were recorded.
- ii
 - i The Metro Bank Financial Statements of 3rd December 2020 (as circulated) were recorded.
 - ii The above Metro balances were checked against Parish Bank Statements by Cllrs: Mrs J Gooding and Mrs N Crane.
- iii The Clerk's log (44) of working hours for November 2020 (as circulated on 3rd December) was agreed and recorded.
- iv The PKF-Littlejohn's AGAR 2019-2020 Audit sign off and opinion was published (Notice Boards/Website) and recorded.
- v The signing of SPC/SCCMC Loan Agreement 2020 by the Chairmen was agreed and was recorded..
- vi The receipt of a payment from Paglesham Parish Council (shared Zoom Pro) @ £31-23 was recorded.
- vii The Remembrance wreath was supplied from stock and recorded.
- viii The SLCC invoice (Clerk's membership 2020-2021) @ £166-00 nett inc vat £199.20 was recorded.
- ix An Invoice November 2020 from PKF re: Annual Audit 2019-2020 @ £240-00 was recorded.
- x A contribution of £20-00 (cash) from Ward Councillor Mrs L Shaw was received by the Clerk and forwarded by personal cheque to the Essex & Herts Air Ambulance was recorded.
- xi The Clerk's SPC VAT claim for the SCCMC @ £1,116-32 was recorded.
- xii The D/D payment November 2020 to BT Cloud @ £91-18. was recorded.
- xiii The D/D payment November 2020 to E.On @ £145-11 was recorded.
- xiv The D/D payment November 2020 to Anglian Water @ £77-00 was recorded.
- xv 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 Mr P Shaw and agreed by all.

104 20/21 **Planning consultations:**

Ward Councillors: Mr P Shaw (Chairman) and Mrs J Gooding (Vice Chairman) declared a non-pecuniary interest in the following planning items and withdrew from the meeting.

Councillor Mr P Bowen was elected Chairman.

- i Application no 20/01020/FUL 15, Wheatfields, Stambridge, SS4 2BT. (First Floor Side Extension) –
- Stambridge Parish Council Supports.
- ii The consultation comments re: proposed 500 New Homes (South East Ashingdon Ref; SER8) was read to the Council and was recorded.

Ward Councillors: Mr P Shaw (Chairman) and Mrs J Gooding (Vice Chairman) rejoined the meeting.

105 20/21 **Correspondence:**

- i An e/letter of thanks of November 2020 from the Essex & Herts Air Ambulance Service was recorded.
- ii An e/letter November 2020 from the Information Commission re: receipt of Annual Subscription was recorded.
- iii Received/record e/Letters, RDC/EALC/Gov. Circulars, Publications and Bundles: etc, etc: as placed on the table.

106 20/21 **Training:**

Available EALC training as emailed (11/11/20).

107 20/21 **Allotments:**

- i The e/mail correspondence to the allotment landlord 09.11/20 re: new Lease, willow cut back and rat control was recorded.
- ii The e/mail negative correspondence to an allotment plot holder re: shooting rats was recorded.

108 20/21 **Streetlighting:**

- i Clerk's survey revealed: P2? Junction Stam/Apton/ 3rd in Cagefield/ P11/ P2.
- ii No Councillors reports.

109 20/21 **Highways and Public Footpaths:**

Councillor Miss E. Lingley drew councillor's attention to the blocked PROW 21 at the Apton Hall Road end. Clerk to forward complaint.

110 20/21 **Remembrance Service Wreath (Covid-19 Lockdown) 8th November 2020:**

- i To record the Chairman Councillor Mr P Shaw placed a wreath in remembrance of the fallen at the Weir Pond Road Memorial on behalf of the Parish Council and residents of Stambridge.
- ii A Wreath has been placed on the Memorial Plaque on the Stambridge Community Centre wall.

111 20/21 **Signatures on all leading documents and cheques:**

- i To record that all Resolved leading documents and the cheque book from the 5th November 2020 Stambridge Parish Council 'Zoom' meeting (COVID-19), were signed by the Chairman and a councillor, at a later date.
- ii Agreed that: all Resolved leading documents and Cheques from this November meeting, etc. are to be signed by the Chairman and a Councillor after the meeting, as organized by the Clerk.
Proposed by Councillors: Mrs J Gooding seconded by Mr P Bowen and agreed by all.

112 20/21 **Website: (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!

113 20/21 **COVID-19 Legislation changes updates:**

The Government's Tier 2 is in place.

114 20/21 **Items from Councillors:** for next Agenda and exchange of information only.

Item: Defibrillator logged with Essex Ambulance? Local Council Award scheme and General Power of Competence to be circulated, Essex Police request for a surgery location, post pandemic.

115 20/21 **To agree the date of the next Stambridge Parish Council.**

Agreed:

THURSDAY 7th JANUARY 2021

at **6.30 p.m.**

(BY AN ONLINE CONFERENCE VIA 'ZOOM')

There being no further business the Chairman closed the meeting at 7.19 pm.

DRAFT/2020.

Barry Summerfield, Stambridge Parish Council Clerk/RFO.