

MINUTES **DRAFT**
OF THE ONLINE MEETING OF THE STAMBRIDGE PARISH COUNCIL
HELD BY ZOOM PRO CONFERENCE
ON THURSDAY 7th JANUARY 2020.

116 20/21 To Record the Members Present:

6.45 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, Mrs L Shaw 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.

Public requests to attend: one was received.

The Parish Clerk: Mr B Summerfield.

117 20/21 Chairman's opening remarks:

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

118 20/21 Apologies and reasons for absence:

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

119 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.

120 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: Community Speedwatch is delayed by the pandemic and new members are being sought – Speedwatch training by Zoom is proposed for new volunteers in due course – Mr Ian Foster is the conservative approved candidate for Rochford and Rural and Cllr Mrs L Shaw the approved candidate for Essex County Council at the forthcoming elections in May 21 – A request that Mr Foster be able to observe at the next SPC meeting was received – Many thanks to Cllr Mrs N Crane for being part of the team at St Marks 'Drop in', who are hands on in the collection and delivery of help, food and information, etc, to Stambridge residents.

ii Ward Councillor Mr G Ioannou reported: on local Highway issues – ECC Highways Investigation into speeding issues on northern Stambridge roads has been held up by Covid-19.

iii Ward Councillor Mr S Wootton reported: He has been heavily involved with issues arising from the Lockdown and its effect on the RDC including: Financial shortfalls of some £630,000 potential at the end of this financial year– Issues with the NHS – Primary Health Care – the Community Hub and Business Grants has focussed his attention – General Waste collection has increased some 35% over this last year due to people working from home, etc – To date the waste collection and street cleaning service has a total of 62 staff, of which 22 have reported sick or in isolation, so some collection delays are inevitable.

iv The Public:

i One member of the public joined the meeting.

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

121 20/21 To receive the Minutes of the Zoom conference meeting 3rd December 2020.

The Minutes were Resolved agreed.

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

The Chairman to sign the Minutes as a true record outside the meeting.

122 20/21 Matters Arising from the Minutes: (not on the Agenda)

To discuss: None.

123 20/21 To receive the Minutes of the Zoom STC meeting of 6th January 2021. (7th January 2021).

Were Noted.

124 20/21 Matters Arising from the Minutes:

i The Clerk reported on proposed Financial actions re: Covid-19 and its effect on the running of the Community Centre, which is to be discussed by the Finance Committee when all legal information is to hand.

ii The SCCMC Clerk's new Role was agreed in principle by the STC.

125 20/21 Progress Reports on all agreed Councillors/Clerk Actions:

Actions

Progress

Outcome

i The Clerk reported:

i Newsletter quoted costs (A) for 560 copies are £185-00 plus artwork @ £45-00.

ii Newsletter quoted costs (B) for 560 copies are £ 77-00 plus artwork @ £45-00.

- iii The Newsletter committee to discuss the format of the new publication.
- ii The Clerk reported re: information is being sought from the RCCE solicitors for advice on the SPC/SCCMC potential Loan Agreement 2020 and all other SPC/SCCMC issues effected by Covid-19.
- iii
 - i The Chairman reported the LHP updates have revealed that the requested 20 mph on the Stambridge Road, does not fit the criteria.
 - ii Potential legal actions re: the overgrowing Stambridge Road Leylandii trees in the Village, are to be further investigated by the Chairman and Clerk.
- iv The potential for a youth representative was discussed and agreed the SCCMC body would be best suited.
- v The Local Council Award Scheme was discussed and agreed the Clerk will make the application at a suitable level.
- vi The Clerk reported re: The General Power of Competence may be utilised to advantage when the Finance Committee next discuss SPC/SCCMC issues.
- vii The Defibrillator information is reported logged with Essex Ambulance.
Potential locations for two more units was discussed.
- viii Essex Police request for a surgery location, post pandemic was agreed and recorded. (Coffee with Cops)
- ix The Clerk's request to the H.R. committee re: (CiLCA) and contract salary update was recorded.

126 20/21 Finance (The Budget/Precept 2021-2022):

- i Ratified: the resolved Precept Demand of 3rd December 2020, on Rochford District Council for the financial year 2021-2022 @ £32,000-00.
- ii Proposed by Councillors: Mr P Bowen, seconded by Mrs N Crane and agreed by all.

127 20/21 Finance:

- i The SPC Financial Statements (as circulated on 7th January 2021) were recorded.
- ii
 - i The Metro Bank Financial Statements of 7th January 2021 (as circulated) were recorded.
 - ii The above Metro balances were checked against Parish Bank Statements by Cllrs: Mrs N Crane, and Mr P Shaw and agreed by all.
- iii The Clerk's log (45) of working hours for December 2020 (as circulated on 7th January 2021) was recorded.
- iv The Parish Council's updated SPC Excel NETT running costs 20/21 (as circulated on 7th January 2021) was recorded.
- v A payment to HMRC re: PAYE-RTI @ £48-40 was recorded.
- vi A payment to: (one.com) re: Annual stambridgepc.co.uk @ £ 71-17 was recorded.
Cllr Ioannou requested that the invoice be paid by the SPC. – Agreed!
- vii An Invoice December 2020 from W&H (Romac) Ltd re: Streetlighting repairs (4) @ £224-46 was recorded.
- viii The D/D payment December 2020 to BT Cloud @ £91-18 was recorded.
- ix The D/D payment December 2020 to E.On @ £145-11 was recorded.
- x The D/D payment December 2020 to Anglian Water @ £77-00 was recorded.
- xi 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 Bowen and agreed by all.

Ward Councillors Mrs L Shaw and Mr S Wootton left the meeting.

128 20/21 Planning consultations:

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

Councillor Mr P Bowen was elected Chairman.

- i Application no 20/01090/DPDP3 Biggins Farm Workshop, Paglesham Road, Stambridge, SS4
(Application to Determine if Prior Approval Required for Proposed Change of Use and Conversion Works for Agricultural Building to Use as a Dwelling) - Stambridge Parish Council support was recorded.
- ii Application no. 20/01103/FUL Little Hall Farms.
(Demolition of Existing Commercial Units and Erection of 3 Purpose Built Commercial Units with Ancillary Parking and Landscaping) - Stambridge Parish Council support was recorded.

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

129 20/21 Correspondence:

- i RDC re: 04/12/20 and 31/12/2020. (as circulated) was recorded.
- ii Agreed Clerk to send out Highways, training and Police info, as received.
- iii Received/record e/Letters, RDC/EALC/Gov. Circulars, Publications and Bundles: etc, etc: as placed on the table.

130 20/21 Training:

Available EALC and RDC training: (10/12/20) recorded.

131 20/21 Allotments:

Agreed the Clerk to chase the Allotment Lease and Willow cutback.

132 20/21 Streetlighting:

Councillor's reports: P18 corner of the Royal Oak.

133 20/21 Highways and Public Footpaths:

- i The Clerk's report: PROW 20 ref: 2693039 as reported.
- ii The Clerk's report: PROW 38 ref: 2653122.

- iii The Clerk's report: PROW 15 ref: 2677891.
- iv Agreed the Clerk will investigate a report of potential contamination into the Roach off of PROW 38.
- v The Clerk to email the PROW maps so that councillors can identify the positions of various complaints and communicate them to the Clerk

134 20/21 Signatures on all leading documents and cheques:

- i To record that all Resolved leading documents and the cheque book from the 3rd December 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 January 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.

135 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!
- iii The Clerk to photograph documents to enable potential insertion into the Facebook pages.

136 20/21 COVID-19 Legislation changes updates:

The Government's Tier 5 (Lockdown) is in place.

137 20/21 Items from Councillors: for next Agenda and exchange of information only.

Item: None.

138 20/21 To agree the date of the next Stambridge Parish Council.

Agreed: **THURSDAY 4th FEBRUARY 2021**

BY AN ONLINE CONFERENCE VIA 'ZOOM' at 6.45 p.m.

There being no further business the Chairman closed the meeting at 8.01 pm.

DRAFT 2021.

Barry Summerfield, Stambridge Parish Council Clerk/RFO.