

MINUTES DRAFT

OF THE ONLINE MEETING OF THE STAMBRIDGE PARISH COUNCIL

HELD BY ZOOM PRO CONFERENCE
ON THURSDAY 4TH FEBRUARY 2020.

139 20/21 **To Record the Members Present:**

6.48 pm.

Chairman: Councillor Mr P Shaw.

Councillors: Mr P Bowen, 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.

Public requests to attend: one was received.

Members of the public attending: Mr I Foster.

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

The Parish Clerk: Mr B Summerfield.

140 20/21 **Chairman's opening remarks:**

The Chairman welcomed all Councillors and Mr I Foster to the Meeting.

141 20/21 **Apologies and reasons for absence:**

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

Councillor Mrs N Crane (Away).

142 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.

143 20/21 **Public Questions:**

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

i The Public:

i One member of the public Mr Ian Foster joined the meeting and reported: He has lived in Rochford for 40 years and was a member of Hawkwell Parish Council. He is interested in the Environment and Highways and to that end has studied the Bloor Homes Planning application in Ashingdon and has analysed it at length. He has sent his report to the RDC Planning Department and to Essex County Council.

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

ii Ward Councillor Mrs L Shaw reported: Councillor Mr P Shaw is now the representative on the Local Highways Panel so any actions required, please forward to him – RDC Councillors are arranging a flood Forum meeting ASAP so any issues, please forward to Laureen to be brought up at the next meeting – Speed Watch cannot go ahead because of the lockdown but volunteers are requested, so let Laureen know so she can pass details onward and Zoom training sessions are to be scheduled – Very busy time across the Ward involved with various local issues – Laureen is now the approved Conservative candidate for the ECC elections on 6th May 21 – There is a Government drive to promote postal voting because of Covid – Laureen has been part of a District Councillor team marshalling and guiding the public for their Covid injections at the Puzey Practice – over 6,000 vaccinations carried out up to last week – Questions from the floor raised the Plough and Sail flooding and flooding outside New Cottages, Paglesham – The Ward Councillor will forward all notified complaints to ECC and on to the RDC Flood Forum.

iii Ward Councillor Mr G Ioannou reported on a meeting with Highways re: the Stambridge Road flooding coming from Rankings Farm opposite the Memorial Hall. This has allegedly been caused by the contractors working on the Rectory laying too narrow a pipe into the filled in ditch in the front of the building. Highways have identified a blockage at the other end of the pipe. Highways are aware and are addressing the problem – Blockages causing flooding on Creeksea Ferry Road have been resolved.

iv Ward Councillor Mr S Wootton reported: The NHS selection of the Puzey Surgery in the East and Audley Mills in the west is impressive in that all vaccination targets have been met to date – The RDC has offered to the NHS the Rayleigh Mill Hall and the Freight House to be included in the vaccination centres list which may help relieve a long ongoing issue at doctor's surgeries and allow them to return to service their normal patient demands – The proposed Flood Forum is being actively pursued with Partnership Agencies by the RDC as the local flooding events demand action - The RDC Asset delivery program includes the RDC Council offices moving to the Freight House following its refurbishment and the vacated offices converted to housing. The Rayleigh Mill Centre refurbishment will allow the Rayleigh Civic Offices to be established on the first floor and the old Rayleigh Civic Centre to be potentially converted to possible housing.

144 20/21 **To receive the Minutes of the Zoom conference meeting 7th January 2020.**

The Minutes were Resolved agreed.

Proposed by Councillors: Mr G Ioannou, seconded by Mrs J Gooding and agreed by all.

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

145 20/21 **Matters Arising from the Minutes:** (not on the Agenda)

None.

146 20/21 Progress Reports on all agreed Councillors/Clerk Actions:

Actions

Progress

Outcome

- i Newsletter Committee report: Various local newsletters were received from the Clerk to help with the formation of ideas for the setup of the Stambridge newsletter.
- ii The Clerk reported the Local Council Award Scheme was in progress but with items to be addressed.
- iii Councillors PROW identification of points from circulated PROW map. Complaints to be identified in due course.
- iv Councillor Mrs N Crane (SCCMC Chairman) report: None.

147 20/21 Finance:

- i The SPC Financial Statements (as circulated on 4th February 2021) were recorded.
- ii
 - i The Metro Bank Financial Statements of 4th February 2021 (as circulated) were recorded.
 - ii The above Metro balances were checked against Parish Bank Statements by Councillors: Mr P Shaw, and Mr G Ioannou and agreed by all.
- iii The resolved Budget and the Precept Demand on Rochford District Council for the financial year 2021-2022 @ £32,000-00 was recorded.
- iv Resolved 'The General Power of Competence' is adopted by the Stambridge Parish Council vis:
 - i The Clerk has gained the Certificate of Local Council Administration Qualification
 - ii Two thirds of the membership of the Stambridge Parish Council were elected in 2019
 - iii The Council will renew its adoption of the General Power of Competence at each following Annual Meeting. Proposed by Councillors: Mrs J Gooding, seconded by Mrs C Lingley and agreed by all.
- v The Clerk's log (46) of working hours for January 2021 (as circulated on 4th February 2021) was recorded.
- vi The Parish Council's updated SPC Excel NETT running costs 20/21 (as circulated on 4th February 2021) was recorded.
- vii A payment to: SLCC for the latest copy of Arnold Baker Local Council Administration Edition 12 @ £123.80 was recorded.
- viii The Council agreed an invoice from (W&H (Romac) Ltd @ £336-42 which was recorded.
- ix A quotation from FS Landscapes for the installation of the SCCMC Bike Racks @ £240-00 was agreed and recorded.
- x A February payment to: HMRC PAYE-RTI @ £ 48-40 was recorded.
- xi The D/D payment January 2021 to BT Cloud @ £91-18 was recorded.
- xii The D/D payment January 2021 to E.On @ £149-95 was recorded.
- xiii The D/D payment January 2021 to Anglian Water @ £77-00 was recorded.
- xiv Resolved all Covid-19 emergency actions, recommended and agreed payments, other actions, financial statements, transfers, grants, countersigned cheques, etc, etc. Proposed by Councillors: Mr P Bowen, seconded by Mrs C Lingley and agreed by all.

148 20/21 Planning consultations:

None.

149 20/21 Correspondence:

- i RDC/EALC/NALC/Police/ECC/ECC Highways as circulated: (13/01/21–18/01/21-23/01/21– 9/01/21) were recorded.
- ii The Clerk's forwarded advice re: Councillors Social Media use, was recorded.
- iii Received/record e/Letters, RDC/EALC/Gov. Circulars, Publications and Bundles: etc, etc: as placed on the table.

150 20/21 Training:

Available EALC and RDC training as circulated: (13/01/21 – 18/01/21-29/01/21) were recorded.

151 20/21 Allotments:

The Clerk reported that the Lease agreement for January 2021 onwards with the landlord, was still awaited. Complaints from plot holders of falling willows branches were received.

152 20/21 Streetlighting:

- i The Clerk's lighting survey report: P18/P9A/P7/P7A/P5 was recorded
- ii Councillor's reports: None.

153 20/21 Highways and Public Footpaths:

- i The Clerk reported: his inspection for the reported potential contamination into the Roach off of PROW 38 has been received and recorded by the Environment Agency.
- ii Councillor Mrs J Gooding reported information re: Microgrants for the Coastal Paths (from Southend to Wallasea) signage and advertising to be organised and a potential Zoom meeting to be called.
- iii Agreed the Clerk to ask for a Notice and dog bin to be placed outside the Allotments for dog walkers.
- iv The Clerk has responded to the ECC Bus Shelter survey.

154 20/21 Signatures on all leading documents and cheques:

- i To record that all Resolved leading documents and the cheque book from the 7th January 2021 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 February meeting, etc. are to be signed by the Chairman and a Councillor after the meeting, as organized by the Clerk. Proposed by Councillors: Mr P Bowen, seconded by Mrs C Lingley and agreed by all.

155 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!

156 20/21 **COVID-19 Legislation changes updates:**

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

157 20/21 **Items from Councillors:** for next Agenda and exchange of information only.

Item: A Finance meeting to be called in due course to cover the allotment lease, the financial loan and other urgent decisions.

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

158 20/21 **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.

- i The the H.R. Committee's recommendations re: the Clerk's salary update (CiLCA award) was recorded and agreed.
- ii Resolved a letter to the Metro Bank updating the Clerk's Standing Order re: Salary update.
Proposed by Mrs J Gooding, seconded by Miss E Lingley and agreed by all.

159 20/21 **To agree the date of the next Stambridge Parish Council.**

Agreed:

THURSDAY 4th MARCH 2021
BY AN ONLINE CONFERENCE VIA 'ZOOM' at **6.45** p.m.

There being no further business the Chairman closed the meeting at 7.46 pm.

DRAFT 2021.

Barry Summerfield, Stambridge Parish Council Clerk/RFO.