

MINUTES DRAFT

OF THE ONLINE MEETING OF THE STAMBRIDGE PARISH COUNCIL

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

160 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 and Mrs C Lingley.

Ward Councillors: Mr G Ioannou, Mrs L Shaw and Mr S Wootton.

Public requests to attend: Four were received.

Members of the public attending: Mrs P Holmes, Mrs L Dalby and Mrs H Wakeford.

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.

161 20/21 Chairman's opening remarks:

The Chairman welcomed all Councillors and Mrs P Holmes, Mrs L Dalby and Mrs H Wakeford to the Meeting.

162 20/21 Apologies and reasons for absence:

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

Councillor Miss E Lingley (unwell) and Mr I Foster.

163 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.

164 20/21 Public Questions:

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

i Members of the Public:

i Member of the public Mrs L Dalby stated that she was attending to observe.

ii Mrs H Wakeford stated that she was attending to observe re: the proposed upcoming Zoom meeting with the Coastal Paths representatives.

ii Ward Councillor Mrs L Shaw reported:

The Ward Councillor will forward all flooding complaints to ECC and on to the RDC Flood Forum scheduled for the 9th March 21. – Cllr: Mrs L Shaw has been busy with residents – Meeting with the ECC re: new projects – Thanks to Councillor Mrs N Crane for her help with the residents of Stambridge.

iii Ward Councillor Mr G Ioannou reported: Highways confirm that the proposed 20mph limit on the Stambridge Road is not agreed – 30 mph proposed areas may be coming together with potential buffer zones – Pedestrian road safety on Creeksea Ferry Road and Apton Hall Road, is being studied by ECC Highways engineers – Foodbank and bill funding is available to all Stambridge, Canewdon and Paglesham residents.

iv Ward Councillor Mr S Wootton reported: The RDC has offered the NHS the Freight House as a vaccination centre but it has not been taken up as vaccinations within the district are meeting targets. - The Rayleigh Mill Centre will be demolished and rebuilt as a community centre at the cost of £1.5 million - The Rayleigh Civic Centre Offices will be retained as office accommodation with flats to the refurbished rear – The estimated savings within Rochford District will be in the order of an estimated £250,000 per annum.

165 20/21 To receive the Minutes of the Zoom conference meeting 4th February 2021.

The Minutes were Resolved agreed.

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

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

166 20/21 Matters Arising from the Minutes: (not on the Agenda)

To discuss: None.

167 20/21 Progress Reports on all agreed Councillors/Clerk Actions:

Actions

Progress

Outcome

Councillor Mrs N Crane declared a non-pecuniary interest as the Chairman of the SCCMC and took no part in the next item.

i i The RCCE estimated costs of their Charity Solicitors legal advice @ £3,000-00 to £4,500-00 for the proposed SPC/SCCMC 10 year loan was discussed.

ii The potential for converting the full loan amount @ £10,031-17 (supplied during the financial year 2019-2020), into a donation to the SCCMC under the Resolved General Power of Competence and advice received from Mrs Sue Gibson, RCCE, was discussed at length.

iii Resolved the proposed loan to the Stambridge Community Centre Management Committee from the Stambridge Parish Council (the Sole Trustee) at £10,031-17 is now converted to a full donation.

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

Councillor Mrs N Crane re-joined the meeting.

- ii
 - i The new Allotment two year contract, was discussed.
 - ii Resolved the two-year Contract as offered by the landowner (Little Hall Farms Ltd) for the Stambridge Parish Council allotments is agreed to be signed.
Proposed by Councillors: Mrs N Crane, seconded by Mr P Shaw and agreed by all.
 - iii Councillor Mr G Ioannou reminded the Council that a section of land adjoining the Memorial Hall had in the past, been offered for potential allotments.
- iii
 - i The potential Stambridge Parish Council Newsletter including format, layout, content inc: Voluntary seawall litter picking, Annual Volunteer awards, Youth focussed events (potential Skate Park) and Local bodies (School, Farms, Pubs, Church, Football Club, Cricket Club, Memorial Hall users, Stambridge Businesses, etc), will be discussed at a future Zoom meeting.
 - ii The Clerk volunteered to put together a draft copy of a Newsletter with potential layout, etc; to circulate and then call a Newsletter Zoom meeting for the volunteers.
- iv The purchase of two more defibrillators, cabinets and location permissions based on the 21-22 reserves @ 65% was discussed and agreed the Clerk will seek permissions from the proposed venues at the Cherry Tree and potentially, the Gore Golf Club (Canewdon Parish Council area).
- v The Local Council Award Scheme has been registered and the process information received back from the NALC together with an update from Essex County Council.
- vi PROW identification of complaint points, from the circulated PROW maps were underlined.
- vii The Notice of the Zoom meeting of 11/03/21 re: Microgrants for the Coastal Paths (from Southend to Wallasea signage and advertising with Gloria Osei, Essex Path to Prosperity Liaison Officer, ECC was noted.
- viii Councillor Mrs N Crane's (SCCMC Chairman) reported: Mini Marvels operating through lockdown – Pavilion work nearing completion for use and hire – Basketball pitch now fenced and usable together with lighting - External Hall lighting to be carried out in due course. - Football can recommence on 3rd April 21 – The Hall to be on stream for hire on 12th April, but all are subject to Gov decisions?

168 20/21 Finance:

- i The SPC Financial Statements (as circulated on 4th March 2021) were recorded.
- ii
 - i The Metro Bank Financial Statements of 4th March 2021 (as circulated) were recorded.
 - ii The above Metro balances were checked against Bank Statements by Cllrs: Mr P Shaw, and Mrs J Gooding.
- ii The Clerk's log (47) of working hours for February 2021 (as circulated on 4th March 2021) was recorded.
- iii The Parish Council's updated SPC Excel NETT running costs 20/21 (as circulated on 4th March 2021) was recorded.
- iv A BACS VAT126 payment from the HMRC @ £1,116-32, was recorded.
- v A payment to HMRC re: PAYE-RTI @ £66-60 was recorded.
- vi A payment to B Summerfield re: Back pay from December 2020 @ 68-65 was recorded.
- vii An Invoice February 2021 from Websites 4 re: www.stambridge.org.uk – first Annual Invoice @ £ 120-00 was recorded.
- viii A payment to B Summerfield re: Computer repair (Transformer & Fan burn out) @ £40-00 was recorded.
- ix An Invoice February 2021 from NALC re: Local Council Award Scheme registration @ £50-00 was recorded.
- x A payment to the SCCMC re: VAT126 @ £1,116-32 was recorded.
- xi
 - i The One.com January unrepresented payment @ £71-17 and a non-payment charge was recorded.
 - ii The Clerk's invoice for his personal payment of the one.com invoice @ £81-17 was agreed and was recorded.
- xii The D/D invoice February 2021 to BT Cloud @ £91-18 was recorded.
- xiii The D/D invoice February 2021 to E.On @ £149-95 was recorded.
- xiv The D/D invoice February 2021 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 Bowen and agreed by all.

169 20/21 Planning consultations:

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

Councillor Mr P Bowen was elected Chairman.

- i Application no 20/01148/FUL Willowbrook, Stewards Elm Farm Lane, Stambridge SS4 2BB.
(Demolish Existing Dwelling and Construct Four Bedroom House)
Stambridge Parish Council object due to the unclear planning information and detail supplied by the applicant.

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

170 20/21 Correspondence:

- i RDC/EALC/NALC/Police/ECC/ECC Highways as circulated: (9/02/21 – 15/02/21 – 17/02/21 – 19/02/21).
- ii Received/record e/Letters, RDC/EALC/Gov. Circulars, Publications and Bundles: etc, etc: as placed on the table.

171 20/21 Training:

Available EALC and RDC training as circulated: (12/02/21 – 19/02/21 - 22/02/21 – 25/02/21).

172 20/21 **Allotments:**

- i The Water meter reading was noted and the Anglian Water/WAVE email of zero charges until the over-payments have been reduced, was noted.
- ii Councillor Mr P Bowen will notify the SCCMC of available young trees for the Memorial Hall.

173 20/21 **Streetlighting:**

- i The Clerk's lighting survey report: 9A and P7 were not working as previously reported/repared by the contractor. P/6 unserviceable.
- ii Councillor's reports: Both VAS School Slow Down signs are still not working.

174 20/21 **Highways and Public Footpaths:**

- i The Clerk's Highways complaint report re: Leylandii trees overhanging the Stambridge Road bus route opposite Ash Tree Court - **Ref: 2705200**, to be raised by the Chairman at the LHP meeting together with car video from Councillor Mrs N Crane.
- ii The LHP request for a Notice and dog bin to be placed outside the Allotments for dog walkers was supported by Councillor Mr M Steptoe.
- iii Councillor reports: None.

175 20/21 **Signatures on all leading documents and cheques:**

- i To record that all Resolved leading documents and the cheque book from the 7th February 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 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 N Crane and agreed by all.

176 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!

177 20/21 **COVID-19 Legislation changes updates:**

The Government's Tier 5 (Lockdown) is in place until 8th March 21?

178 20/21 **Items from Councillors:** for next Agenda and exchange of information only.

Item: Flooding Forum re: field flood opposite the Memorial Hall.

179 20/21 **To agree the date of the next Stambridge Parish Council.**

Agreed: **THURSDAY 8th APRIL 2021.**
BY AN ONLINE CONFERENCE VIA 'ZOOM' at 6.45 p.m.

There being no further business the Chairman closed the meeting at 8.20 pm.