

# MINUTES

of the

## STAMBRIDGE PARISH COUNCIL

MEETING AT THE STAMBRIDGE PAVILION, STAMBRIDGE ROAD, SS4 2AR

ON THURSDAY 3<sup>rd</sup> JUNE 2021

(ALL PERSONS ATTENDING BE PLEASED TO FOLLOW THE STAMBRIDGE PARISH COUNCIL RISK ASSESSMENT)

- 36** 21-22 **To Record the Members Present:** 7.30 pm.
- Chairman: Councillor Mr P Shaw (Ward Councillor).  
Councillors: Mrs J Gooding (Ward and Chairman of the RDC), Mr G Ioannou and Mrs C Lingley.  
Ward Councillors: Mr I. Foster, Mrs L Shaw (Essex County Councillor). Mr S Wootton (Leader of the Council).  
Members of the public: Cllr: Mr A Williams (Ward and Chairman of RPC), Mr Nick Watkins, Cllr: Mrs N Crane (Virtual attendance) and Cllr: Ms E Lingley (Virtual attendance).  
The Parish Clerk/RFO: Mr B Summerfield.  
The meeting was advertised on the local notice boards, on Facebook (Stambridge Community and Parish Council) and on the SPC website. No public requests to attend were received.
- 37** 21-22 **Chairman's opening remarks:**
- The Chairman welcomed all persons attending the Meeting and congratulated the newly elected Ward Cllr: Mr I Foster on his election. Cllr: Mr A Williams as Chairman of the Rochford Parish Council and Portfolio Holder for Community, Cllr: Mrs L Shaw as the new County Councillor and Cllr: Mrs J Gooding as the new Chairman of the Rochford District Council.
- 38** 21-22 **Apologies and reasons for absence:**
- To be received by the Clerk in person via: email, letter and telephone.  
Apologies received from Councillors: Mr P Bowen (Family), Mrs N Crane (Virtual attendance) and Ms E Lingley (Virtual attendance).
- 39** 21-22 **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.
- 40** 21-22 **Public Questions:**
- (Guest Speakers, visiting Ward/County Councillors, Councillors and Questions/Statements from members of the public)
- i Ward Councillor Mrs L Shaw reported: Local Highway Panel next meeting on 14<sup>th</sup> June 21 is to be confirmed – As the Essex Councillor, Mrs L Shaw is responsible for the 'Locality Fund' of £10,000 with a minimum of £300 upwards for predominately local green projects, the funding is not retrospective and the cut-off date is 26 February 2022 – Memory Lane Café is held at the Hockley Day Centre on the first Saturday of the month and is for dementia patients and their carers - A programme for the hospitalised elderly with the introduction of toy dogs and cats for communication purposes – The RDC Speedwatch is at an early stage and will speak with Cllr: Ian Foster, ASAP.
- ii Ward Councillor Mr I Foster reported: His interests in Speedwatch is based on residents complaints of speeding in Stambridge and will be trying to get a second 'Speedwatch' setup, based at 'Wheatfields' in Stambridge – there will be upcoming training sessions for 'Speedwatch' volunteers.
- iii Ward Councillor Mr S Wootton reported: Will be taking up the traffic issues of lorries using the Stambridge Road as a rat-run – Ward Councillors surgeries starting on the 1st Saturday of the month in June at the Cherry Tree, from 10 to 11am.
- iv Ward Councillor Mr A Williams reported: has the RDC Portfolio for Community – re: 'Speedwatch and True-Cam' - Speedwatch results in a potential letter to speeding drivers and True-Cam can result in a potential prosecution – As Chairman of the RPC he would like to see all Parishes working closer together.
- v Member of the Public Mr Nick Watkins asked:
- i questions based on the cancellation of the Fishing program, the Echo reported; fishing monies used instead for floodlighting, no consultation with his company running the fishing program and access to the Fishing gear, stored in the Memorial Hall container?  
ii The Chairman responded to Mr Watkins questions: with clarification of the issues raised.  
iii Cllr Mr G Ioannou disagreed with the Chairman's responses.
- Councillor Mr G Ioannou left the meeting at 7.42 pm.**
- iv Ward Councillor Mrs L Shaw reminded the council that Councillor Ms E Lingley has received other funding and is running a fishing program for the blind and partially sighted.  
v Agreed Mr Watkins questions to be forwarded to the SCCMC.
- 41** 21-22 **To receive the Minutes of the Stambridge Parish Council AGM of 13<sup>th</sup> May 2021.**
- The Minutes were Resolved agreed.  
Proposed by Councillors: Mrs C Lingley, seconded by Mrs J Gooding and agreed by all.  
The Chairman signed the Minutes as a true record.

#### **42** 21-22 Matters Arising from the Minutes:

None.

#### **43** 21-22 Progress Reports on all agreed Councillors/Clerk Actions:

<u>Actions</u>	<u>Progress</u>	<u>Outcome</u>
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|-----|---|--|
| i   | <u>Newsletter:</u> The Clerk updated his progress on the draft Newsletter, seeking info from Hall users, updating page 4 info, etc; and seeking copy from all Hall users.   |  |
| ii  | The Clerk reported his SPC letters to the proposed defibrillator venues: The Cherry Tree, The Royal Oak and the Shepherd and Dog.   |  |
| iii | The Clerk reported the Coastal Paths Lectern updates with the new person now responsible for overall communications as, Juliana Vandegrift, Project Manager, Essex Path to Prosperity.  |  |
| iv  | i Local community projects were discussed re: Flora enhancements via flower boats/wagon at various points in Stambridge including potentially the Village Green, Church, School grounds, Bus stops, etc.<br>ii Essex and Ward Councillor Mrs L Shaw explained her responsibility for the 'Locality Fund' of a minimum of £300 upwards for predominately local green projects.<br>iii The Clerk to research the ownership of the Stambridge Village Green. |  |
| v   | The enhancement of the existing War Memorial on the Stambridge Memorial Hall was agreed.<br>The Clerk to research background and potential enhancements.  |  |
| vi  | <u>The Chairman agreed to write to the Essex County Councillor Mrs L Shaw re:</u><br>i Leylandii trees overhanging the Stambridge Road bus route opposite Ash Tree Court.<br>ii Requested Dog bin and Warning Notice at Stambridge allotments.<br>iii The two U/S VAS signs at the School corner, Stambridge Road.  |  |

**All visiting Ward councillor left the meeting at 8.15 pm.**

#### **44** 21-22 Finance:

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|------|--|--|
| i    | The SPC Financial Statements (as circulated on 3 <sup>rd</sup> June 2021) were recorded.<br>i The Metro Bank Financial Statements (as circulated on 3 <sup>rd</sup> June 2021) were recorded.<br>ii The above Metro balances were checked against Bank Statements by Cllrs: Mr P Shaw and Mrs C Lingley. |  |
| ii   | The Clerk's report: The AGA Return Part 3, 2020-2021 to Pannell Kerr Foster was recorded.  |  |
| iii  | The Clerk's report: letter to HMRC PAYE on 'Earlier Year Updates', vis: RTI November 2020 was recorded.  |  |
| iv   | The Parish Council's updated SPC Excel NETT running costs 20/21 (as circulated on 3 <sup>rd</sup> June 2021) was recorded.   |  |
| v    | The Clerk's log (50) of working hours for May 2021 (as circulated on 3 <sup>rd</sup> June 2021) was recorded.  |  |
| vi   | i The VAT126 payment received May 21 on behalf of the SCCMC @ £ 1,941-72 was recorded.<br>ii The Clerk reported the SPC claim for VAT126 for the past year 20-21 @ £839-01, is awaited.  |  |
| vii  | A payment to: Stambridge Community Centre re: VAT126 @ £ 1,941-72 was recorded.  |  |
| viii | A payment to: HMRC PAYE-RTI @ £54-60 was recorded  |  |
| ix   | An Invoice May 2021 from W & H (Romac) Ltd: LED updates P6/P7 £736-56 was recorded.  |  |
| x    | An Invoice May 2021 from W&H (Romac) Ltd: LED upgrades P15 £359-28 was recorded.   |  |
| xi   | A payment to: B Summerfield/Post Office re: Stamps £41-98 was recorded.  |  |
| xii  | The D/D invoice May 2021 to BT Cloud @ £92-98 was recorded.  |  |
| xiii | The St/Or May 2021 to B Summerfield (Salary) @ £657-23 was recorded.   |  |
| xiv  | Resolved all Covid-19 emergency actions, recommended and agreed payments, other actions, financial statements, transfers, grants, countersigned cheques, etc, etc.<br>Proposed by Councillors: Mrs C Lingley, seconded by Mr P Shaw and agreed by all.   |  |

#### **45** 21-22 Planning consultations:

Application no 21/00/FUL None.

#### **46** 21-22 Correspondence:

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| i  | To record the Clerk's information re: RDC/EALC/NALC/Police/ECC/ECC Highways information, as circulated.         |  |
| ii | Received/record e/Letters, RDC/EALC/Gov. Circulars, Publications and Bundles: etc, etc: as placed on the table. |  |

#### **47** 21-22 Training:

To record the Clerk's information re: available EALC and RDC training, as circulated.

#### **48** 21-22 Allotments Admin:

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| i  | The Clerk reported an administration email to all plot holders, reminding of the essential maintenance of weed control, his removal of the insulating covers on standpipes, locking of chain on entrance gate, self security of all tools, etc, and a plan showing who is responsible for the grass side strips between plots. |  |
| ii | A request from a plot holder for a small skip for plot rubbish was, after discussion, rejected.  |  |

#### **49** 21-22 Streetlighting:

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| i  | The Clerk reported: Cagefield Road P1 repairs and LED head updates to P7/P9/P15. |  |
| ii | The Clerk's survey report is to be carried out on the following weekend.         |  |

#### **50** 21-22 Highways and Public Footpaths:

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| i | Cllr: Mr P Bowen's report is held over to the next meeting re: P14 allegedly blocked by gates. |  |
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- ii Cllr Mr Bowen reported a pavement collapse in an unlight area next to the Football pitch, Stambridge Road. The Clerk has forwarded notification of the collapse and danger to the public, to ECC Highways.

**51** 21-22 **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 future meetings, are advertised on the SPC Website, Parish Notice boards and the Stambridge Community and Stambridge Parish Council facebook!

**52** 21-22 **COVID-19 Legislation changes updates:**

The Government's 17<sup>th</sup> May 21 rules are in place.

**53** 21-22 **Items from Councillors: for next Agenda and exchange of information only.**

Items: Flower boats - Memorial

**54** 21-22 **To agree the date of the next Stambridge Parish Council Meeting.**

To be held as agreed and further advised by the latest Government Covid 19 Announcement!

**Agreed: THURSDAY 1<sup>st</sup> JULY 2021.**

A MEETING AT THE STAMBRIDGE PAVILION AT 7.30 PM.

There being no further business the Chairman closed the meeting at 8.51 pm.

26<sup>th</sup> June 21

**Barry Summerfield, Stambridge Parish Council Clerk/RFO.**