

# MINUTES

of the

## STAMBRIDGE PARISH COUNCIL

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

ON THURSDAY 29<sup>th</sup> JULY 2021

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

- 74** 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: None  
Members of the public: Mr Mark Burrows and Mrs Anita Hair.  
The Parish Clerk/RFO: Mr B Summerfield.  
The meeting was advertised on the local notice boards, on Facebook (Stambridge Community, Caring for Stambridge) and the Stambridge Parish Council website. No public requests to attend were received.
- 75** 21-22 **Chairman's opening remarks:**  
The Chairman welcomed all persons attending the Meeting.
- 76** 21-22 **Apologies and reasons for absence:**  
To be received by the Clerk in person via: email, letter and telephone.  
Councillors: Mr P Bowen (apology), Mrs N Crane (Work), Ms E Lingley (Holiday).  
Ward Councillors: Mr S Wootton (Leader of the Council), Mrs L Shaw and Mr I Foster (RDC business).
- 77** 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.
- 78** 21-22 **Public Questions:**  
(Guest Speakers, visiting Ward/County Councillors, Councillors and Questions/Statements from members of the public)  
i Members of the Public: Mr Mark Burrows and Mrs Anita Hair requested information on the RDC Local Plan.  
ii The Chairman referred them to the RDC website for all of the newly published Local Plan consultation information. The closing date for consultation is the 8<sup>th</sup> September 21  
iii Other local questions were raised and answers given.
- 79** 21-22 **To receive the Minutes of the Meeting of 1<sup>st</sup> July 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.
- 80** 21-22 **Matters Arising from the Minutes:** (not on the Agenda)  
None
- 81** 21-22 **Progress Reports on all agreed Councillors/Clerk Actions:**
- |      | <u>Actions</u>  | <u>Progress</u> | <u>Outcome</u> |
|------|---|-----------------|----------------|
| i    | <u>Stambridge Newsletter:</u> The Clerk requested that all text from councillors for the Stambridge Newsletter be with him by the latest the 31 <sup>st</sup> August 21.  |                 |                |
| ii   | <u>Defibrillators:</u> The Clerk reported his visit to the two public houses to confirm their consent for the installation of a defibrillator.  |                 |                |
| iii  | <u>Lecterns:</u> The Clerk reported re:<br>i An email to the Environment Agency requesting confirmation of an "exclusion" for the proposed two lecterns on the sea wall.<br>ii The Clerk to organise access to the Lectern sites, when notified by the installation team.<br>iii The 'Memorandum of Understanding' between the ECC and the SPC, was signed by the Chairman and to be forwarded to Juliana Vandegrift, Essex Path to Prosperity Project Manager, by the Clerk. |                 |                |
| iv   | <u>Stambridge Walking Maps:</u><br>Resolved: editing, printing walking maps x 1,000 and 8 outdoor dispensing boxes at the estimated cost of £250-00.<br>Proposed by Councillor Mrs J Gooding,, seconded by Mrs C Lingley and agreed by all.   |                 |                |
| v    | Councillor Mrs J Gooding reported the poor visual condition of the Mill Lane bus shelter.   |                 |                |
| vi   | <u>Green Projects:</u><br>i Bus Shelters: green roofs – The Clerk Is meeting with a contractor next week.<br>ii Notice Boards: flower boxes – The Clerk has received a trail box to offer-up to the Notice boards, for fitting.   |                 |                |
| vii  | <u>Stambridge archive research</u> re: previous ownership of the Stambridge Village Green, has drawn a blank!   |                 |                |
| viii | <u>War Memorial:</u> The photographs of the Stambridge Memorial Hall, the plaque and wording have been sent to the War Memorial Trust.  |                 |                |

## **82** 21-22 Finance:

- i The SPC Financial Statements (as circulated on 29<sup>th</sup> July 2021) were recorded.
  - i The Metro Bank Financial Statements (as circulated on 29<sup>th</sup> July 2021) were recorded..
  - ii The Metro balances were checked against Bank Statements by Cllrs: Mr P Shaw, and Mrs C Lingley.
- ii Resolved the Stambridge Parish Council Power of Competence 2021 to 2022.  
Proposed by Councillor Mr P. Shaw, seconded by Mr G Ioannou and agreed by all.
- iii The Parish Council's updated SPC Excel NETT running costs 21/22 (as circulated on 29<sup>th</sup> July 2021) was recorded.
- iv The Clerk's log (52) of working hours for July 2021 (as circulated on 29<sup>th</sup> July 2021) was recorded.
- v An invoice letter July 2021 to the SCCMC re: 2019-2020 and 2020-2021 nett share of the Stambridge Memorial Hall telephone and broadband @ £792-58 nett was recorded.
- vi Resolved a donation to: London Hearts re: 2 x Defibrillators and secure boxes @ £2,806-00.  
Proposed by Councillor Mr G Ioannou, seconded by Mrs J Gooding and agreed by all.
- vii A letter from HMRC advising that the PAYE account was in credit (£112-00) was recorded.  
Agreed a cheque for £ 0 to be issued for August and then September to correct the balance, was recorded.
- viii An Invoice July 2021 from RCCE re: Annual subscription @ £72-60 was recorded.
- ix The payment St/Or July 2021 to B Summerfield (Salary) @ £657-23 was recorded.
- x The payment D/D invoice July 2021 to E.on (vat 5%) @ £145-11 was recorded.
- xi The payment D/D invoice July 2021 to B.T. @ £58-50 was recorded.
- xii The conformation of Payment to the ICO and Stambridge Data Protection Certificate was recorded.
- xiii Resolved all Covid-19 emergency actions, recommended and agreed payments, other actions, financial statements, transfers, grants, countersigned cheques, etc, etc.  
Proposed by Councillors: Mrs C Lingley, seconded by Mrs J Gooding and agreed by all.

## **83** 21-22 Planning consultations:

**Councillors: Mr P Shaw (Chairman) and Mr G Ioannou declared their interests and took no part in the following.**

**Councillor Mrs J Gooding (Vice Chairman) conducted the following proceedings.**

**The Clerk advised that the Council was inquorate.**

- i Application no 21/00663/LDC Stewards Elm Farm, Stewards Elm Farm Lane, Stambridge SS4 2BB (Application for a Lawful Development Certificate for Existing Use of Site as Equine Facility and Riding Stables (use Class D2)): No decision taken (inquorate).

**Councillor Mr G Ioannou left the meeting (unwell) 8.24pm**

**The Clerk advised that the Council was inquorate for the following:**

- ii Application no 21/00506/FUL 15, Wheatfields, Stambridge, SS4 2BT.  
(First Floor Side Extension Revised Proposal). No decision taken (inquorate).
- iii Extra Planning Application received on 26/07/21,  
Application no. 21/00762/FUL Land West of the Stambridge Road, Apton Hall Road, Stambridge, Essex.  
(Construction of a New Crop Storage Facility for Conditioning and Storage of Combinable Crops and for Storage of Farm Machinery): No decision taken (inquorate)

**Chairman Councillor Mr P Shaw resumed his office.**

## **84** 21-22 Correspondence:

- i A request for the renewal of all councillors 'Register of Members' Interests forms' as received by all Councillors.
- ii To record the Clerk's information re: RDC/EALC/NALC/Police/ECC/ECC Highways information, as circulated.
- iii Received/record e/Letters, RDC/EALC/Gov. Circulars, Publications and Bundles: etc, etc: as placed on the table.

## **85** 21-22 Training:

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

## **86** 21-22 Allotments Admin:

- i The Clerk's report: P1 and P14 are being cleared.
- ii The Clerk has emailed all plot holders re: Advance warning of the Stambridge Road closure for the Stambridge Bridge Works, around 16<sup>th</sup> August 21.

## **87** 21-22 Streetlighting:

- i The Clerk's survey to be carried out before the next meeting.
- ii Councillor's reports: None.

## **88** 21-22 Highways and Public Footpaths:

- i Advance warning of the Stambridge Road closure for Stambridge Bridge Works, around 16<sup>th</sup> August 21.
- ii Councillor's reports: Councillor Mr P Shaw reported that the Essex County Council Portfolio Holder for Roads and Transport will be visiting Stambridge together with Ward Councillor Mrs L Shaw, to view all of the road problems, as seen and reported by the SPC and residents.

## **89** 21-22 Website: ([www.stambridgepc.org.uk](http://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 Stambridge Parish Council Website, the Parish Notice boards, on Facebook via the 'Stambridge Community', 'Caring about Stambridge' and the 'Stambridge Parish Council' pages.

**90** 21-22 **COVID-19 Legislation changes updates:**

The Government's 19<sup>th</sup> July 21 rules are current.

**91** 21-22 **Items from Councillors: for next Agenda and exchange of information only.**

Items: Extraordinary meeting to discuss the new Rochford District Council Local Plan and outstanding Planning documents (from item: 83 21-22).

**92** 21-22 **To agree the date of the Extraordinary Stambridge Parish Council Meeting.**

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

**Agreed: THURSDAY 2<sup>nd</sup> SEPTEMBER 2021**

A MEETING AT THE STAMBRIDGE PAVILION AT 7.30 PM.

**93** 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 9<sup>th</sup> SEPTEMBER 2021**

A MEETING AT THE STAMBRIDGE PAVILION AT 7.30 PM.

There being no further business the Chairman closed the meeting at 8.47 pm.

27<sup>th</sup> August 2021

Barry Summerfield, Stambridge Parish Council Clerk/RFO.