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 **STAMBRIDGE PARISH COUNCIL**

 **www.stambridgepc.org.uk**

**CLERK/RFO:**

**Mr B. Summerfield,**

**Stambridge Memorial Hall,**

**Stambridge Road,**

**Rochford, Essex. SS4 2AR.**

**clerk@stambridgepc.co.uk**

**01702 258566**

**Hm:** **bsummvint@hotmail.com**

**01702 549308**

**CHAIRMAN:**

**Councillor Mr P, Shaw,**

**2, The Laxtons,**

**Rochford,**

**Essex.**

**SS4 3BE.**

**07889 572591**

**cllrphil.shaw@rochford.gov.uk**

 **AGENDA**

 **YOU ARE HEREBY SUMMONED TO THE STAMBRIDGE PARISH COUNCIL MEETING**

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

 **ON THURSDAY 11th NOVEMBER 2021.**

 **(Commencing at 7.30 pm.)**

**Chairman’s opening remarks:**

**1. To Record the Members and Public Present:**

Present:

**2. Apologies and reasons for absence:**

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

ii Acceptance of the reason for absence:

**3. Declarations of Interests**

i To receive all declarations of interests:

ii The Chairman reminds Councillors to declare any further interests now and as they became evident to them,

 during the progress of the meeting.

**4. Public Forum:** ( 5 min per person only )

 Councillors, Guests, visiting Ward/County Councillors and questions from members of the public.

**5. To receive the Minutes of the Meeting of 7th October 2021.**

 To receive and agree:

**6. Matters Arising**: (not on the Agenda)

 To discuss:

**7. Progress Reports on all agreed Councillors/Clerk Actions:**

 **Actions**

i Stambridge Newsletter Committee:

 Chairman Cllr Mr P Shaw, Councillors Mrs J Gooding and Mrs N Crane.

ii Defibrillators:

 The Clerk’s report:

iii Lecterns:

 The Clerk’s report

iv Stambridge Walking Maps:

 The Clerk’s report:

v War Memorial:

 Act of Remembrance wreaths on 14th November 21.

vi Green bus shelters/Notice boards and Locality Fund correspondence:

 The Clerk’s report:

vii Recycling and Community Safety:

 Cllr Mrs J Gooding’s reports:

viii Fibre Broadband,

 Clerk’s report:

ix Overgrown Sign on left before Apton Hall Road.

 Cllr Mrs C Lingley’s report:

x Memorial Hall Facebook page:

 Cllr: Mrs N Crane’s report:

**8. Finance:**

i To receive the SPC Financial Statements (as circulated on 11th November 2021).

 i To receive the Metro Bank Financial Statements (as circulated on 11th November 2021).

 ii To receive the Metro balances to be checked against Bank Statements by Cllrs: ………….and ……………….

ii To receive the Parish Council’s SPC Excel NETT running costs 21/22 (as circulated on 11th November 2021).

iii To receive the Clerk’s log (54) of working hours for September 2021 (as circulated on 11th November 2021).

iv To record the SCCMC request for HMRC VAT payment of 16/04/21 – 24/09/21 @ £1,086-35.

v To receive the RDC email and DRAFT Council Tax Base information @ 223.3.

vi To agree a payment to: (HMRC) PAYE-RTI @ £ 54.60

vii To record the payment October 2021 to HMRC) PAYE-RTI @ £ 54.60

viii To record the payment October 2021 to B Summerfield/Amazon) Laser Toners x 2 @ £ 37-07

ix To record the payment October 2021 to B Summerfield/Post Office) Large 1st class stamps x 30 @ £ 38-70

x To record the payment October 2021 to B Summerfield/British Legion) Three Wreaths @ £ 57-96

xi To record the payment October 2021 to BT re: Acc. 00726876 @ £ 25-78

xii To record the donation October 2021 to the Essex Air Ambulance @ £50.00

xiii To record the St/Ord October 2021 to B Summerfield (Salary) @ £657-23.

xiv To record the D/D invoice October 2021 to E.on (vat 5%) @ £166-78.

xv To record the D/D invoice October 2021 to B.T. @ £ 66-54.

xvi To Resolve all Covid-19 emergency actions, recommended and agreed payments, other actions, financial statements,

 transfers, grants, countersigned cheques, etc, etc.

 Proposed by Councillors: …………………, seconded …………………………. and agreed by all.

**9. Planning consultations:**

i Application no 21/01064/LDC Little Stewards, Stewards Elm Farm Lane, Stambridge,

 (Application for a Lawful Development Certificate for a Proposed Side Extension, Proposed Porch

 and Raise Hip to Gable).

ii Application no 21/00/FUL

**10. Correspondence:**

i To receive an e/letter October2021 from admin@stambridgecommunitycentre.co.uk re: Staff adjustments.

ii To receive an e/letter x 2021 to/from admin @ re: wreaths.

iii The Clerk’s information re: RDC/EALC/NALC/Police/ECC/ECC Highways information, as circulated.

iv Received/record e/Letters, RDC/EALC/Gov. Circulars, Publications and Bundles: etc, etc: as placed on the table.

**11. Training:**

 The Clerk’s information re: available EALC and RDC training, as circulated.

**12. Allotments Admin**:

i The Clerk’s report October 21-22 Tenancy agreements: P23 / P13b / P

**13. Streetlighting:**

i The Clerk’s report re: survey. P1

ii Councillor’s reports:

**14. Highways and Public Footpaths:**

i The Clerk’s report:

ii Councillor’s reports:

**15. 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

 Stambridge Parish Council Website, the Parish Notice boards, on Facebook via the ‘Stambridge Community’,

 Caring about Stambridge’ and the ‘Stambridge Parish Council’ pages.

**16. COVID-19 Legislation changes updates**:

The Government’s 19th July 21 rules are current.

**17. Items from Councillors: for next Agenda and exchange of information only.**

 Items:

**18. To agree the date of the next Stambridge Parish Council Meeting.**

  **To agree: THURSDAY 2nd/ 9th DECEMBER 2021** (Precept)

 A MEETING AT THE STAMBRIDGE PAVILION AT 7.30 PM.

**5th November 2021 Barry Summerfield, Stambridge Parish Council Clerk/RFO.**