

# MINUTES

of the

## STAMBRIDGE PARISH COUNCIL

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

ON THURSDAY 7<sup>th</sup> OCTOBER 2021

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

### 113 21-22 To Record the Members Present:

7.30 pm.

Chairman: Councillor Mr P Shaw (Ward Councillor).

Councillors: Mr P Bowen, Mrs C Lingley.

Ward Councillors: Mrs L Shaw (Essex County Councillor).

Members of the public: None.

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.

### 114 21-22 Chairman's opening remarks:

The Chairman welcomed all persons attending the Meeting.

### 115 21-22 Apologies and reasons for absence:

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

Councillors: Mrs N Crane (accepted apology), Mrs J Gooding (accepted apology), Mr G Ioannou (apology) and Miss E Lingley (accepted apology).

Ward Mr S Wootton (Leader of the Council) and Councillor Mr I Foster (RD Council work).

### 116 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.

### 117 21-22 Public Questions:

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

i Ward/Essex Councillor Mrs L. Shaw reported: The Essex Locality Fund grant is in process for Stambridge in the sum of £2,735.50 towards the green refurbishment of bus shelters and notice boards - Refurbished laptops from Essex County Council have been made available to local residents – £2,500 grant towards sports equipment - The Flood Forum is to be held on 1<sup>st</sup> November 21 - Essex Councillor Mrs L Shaw is looking forward to any public question by email.

ii The public were invited to the Meeting as advertised on the Website, Parish Notice boards and Paglesham facebook! No public requests received.

iii Members of the Public: None.

### 118 21-22 To receive the Minutes of the Meeting of 2<sup>nd</sup> September 2021.

The Minutes were Resolved agreed.

Proposed by Councillors: Mrs C Lingley, seconded by Mr P Shaw and agreed by all.

The Chairman signed the Minutes as a true record.

### 119 21-22 Matters Arising: (not on the Agenda)

To discuss: None.

### 120 21-22 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 reported: the electrical contractor has quoted installation costs of the secure boxes on the Royal Oak @ £198-00 and the Shepherd and Dog @ £162-00. The Council agreed.

iii Lecterns:

The Clerk reported: The two owners of the land on the seawall have not given their support for the positioning of the lecterns on the seawall. ECC organiser Juliana Vandegrift, Essex Path to Prosperity Project Manager has suggested that they may be positioned by the Village sign on the Stambridge Road and is corresponding with Essex Highways for their permissions. The Council agreed.

The Council agreed to the presentation of the lectern displays, printed on A3 to be displayed on the notice boards.

iv Stambridge Walking Maps:

The Clerk reported: a draft to be presented at the next meeting.

- v War Memorial:
  - i The Memorial Hall plaque lettering to be refurbished by the Clerk.
  - ii Wreaths have now been purchased x 3, for the Church, Memorial Hall and the Rochford Memorial.
- vi Green bus shelters/Notice boards and Locality Fund:  
The Clerk reported: having shown two contractors the Bus shelters and Notice boards for their estimates, Is awaiting one contractors quotation.
- vii Recycling:  
Cllr Mrs J Gooding's report to the next Agenda.
- viii RDC Flood Forum on 1<sup>st</sup> November 21  
Councillor Mrs L Shaw is the Flood Forum representative.

## **121** 21-22 Finance:

- i The SPC Financial Statements (as circulated on 7<sup>th</sup> October 2021) were recorded.
  - i The Metro Bank Financial Statements (as circulated on 7<sup>th</sup> October 2021) were recorded.
  - ii The Metro balances were checked against Bank Statements by Cllrs: Mrs C Lingley and Mr P Bowen.
- ii The Parish Council's SPC Excel NETT running costs 21/22 (as circulated on 7<sup>th</sup> October 2021) was recorded.
- iii The Clerk's log (54) of working hours for September 2021 (as circulated on 7<sup>th</sup> October 2021) was recorded.
- iv Resolved the quotations for Glendenning Electrical Ltd re: installation of Defibrillator boxes to:
  - i The Royal Oak @ £ 198-00 inc vat
  - ii The Shepherd and Dog @ £ 162 inc vat.
 Proposed by Mr P Shaw, seconded by Mr P Bowen and agreed by all.
- v A payment to: (HMRC) PAYE-RTI @ £ 54.60 was recorded
- vi A payment to: B Summerfield/Amazon) Laser Toners x 2 @ £ 37-07 was recorded.
- vii A payment to: B Summerfield/Post Office) Large 1st class stamps x 30 @ £ 38-70 was recorded.
- viii A payment to: B Summerfield/British Legion) Three Wreaths @ £ 57-96 was recorded.
- ix A donation to the Essex Air Ambulance @ £50.00 was recorded.
- x An Invoice October 2021 from BT re: Acc. 00726876 @ £ 25-78 was recorded.
- xi The payment September 2021 to SCCMC re: 2<sup>nd</sup> Part the Precepted support grant @ £2,500
- xii The payment September 2021 to HMRC re: PAYE-RTI (September overpayment correction) £ 0-00 was recorded
- xiii The payment September 2021 to Little Hall Farms Ltd 2<sup>nd</sup> Part allotment lease @ £1,000-00 was recorded
- xiv The payment September 2021 to PKF Audit Commission invoice @ £240-00 was recorded
- xv The payment September 2021 to Mr Pitts Annual allotment maintenance @ £250-00 was recorded
- xvi The payment September 2021 to W&H (Romac) Ltd, LED upgrades @ £817-86 was recorded.
- xvii The St/Ord September 2021 to B Summerfield (Salary) @ £657-23 was recorded.
- xviii The D/D invoice September 2021 to E.on (vat 5%) @ £149-95 was recorded.
- xix The D/D invoice September 2021 to B.T. @ £ 66-54 was recorded.
- xx The D/D statement August 2021 from WAVE (Allotments Credit £350) was recorded.
  - i A meter reading was taken by the Clerk on 9<sup>th</sup> September 2021 @ 01751 and was recorded.
- xxi 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 Mr P Shaw and agreed by all.

## **122** 21-22 Planning consultations:

- i Update re: Application no. 21/00762/FUL Land West of Stambridge Road, Apton Hall Road, Stambridge.  
(Construction of a New Crop Storage Facility, etc)
  - i RDC Planning officers: Recommendation Approve
- ii The SPC response to the New Local Plan Spatial Options (Stambridge) consultation as circulated, was recorded.

## **123** 21-22 Correspondence:

- i An e/letter September 2021 from Essex and Herts Air Ambulance Trust re: donation was discussed and agreed.
- ii An e/letter September 2021 from Cllr Laureen Shaw re: actions vis Waste Bin at Mill Lane was recorded.
- iii The Clerk's information re: RDC/EALC/NALC/Police/ECC/ECC Highways information, as circulated were recorded
- iv Received/record e/Letters, RDC/EALC/Gov. Circulars, Publications and Bundles: etc, etc: as placed on the table.

## **124** 21-22 Training:

The Clerk's information re: available EALC and RDC training, as circulated was recorded.

## **125** 21-22 Allotments Admin:

- i The Clerk reported: October 21-22 Tenancy agreements:
- ii Completed tenures received to date: P1/2/3a/3b/4/5/7/8/9/10/11/12/13a/14/15/16/17/18/21/22/24/25/26.
- iii The Clerk's PC email to plot holders, appraising them of the essential rise in plot rental costs, as from October 2022 was recorded.

## **126** 21-22 Streetlighting:

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

**127** 21-22 **Highways and Public Footpaths:**

i The Clerk reported: re: PROW P12 entrance from the Stambridge Road is clear and accessible.

**128** 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 Stambridge Parish Council Website, the Parish Notice boards, on Facebook via the 'Stambridge Community', Caring about Stambridge' and the 'Stambridge Parish Council' pages.

**129** 21-22 **COVID-19 Legislation changes updates:**

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

**130** 21-22 **Items from Councillors:** for next Agenda and exchange of information only.

Items: Fibre Broadband, Sign on left before Apton Hall Road (Cllr Mrs C Lingley) and SPC Recycling.

**131** 21-22 **To agree the date of the next Stambridge Parish Council Meeting.**

Agreed: **THURSDAY 11<sup>th</sup> NOVEMBER 2021**

A MEETING AT THE STAMBRIDGE PAVILION AT 7.30 PM.

There being no further business the Chairman closed the meeting at 8.40 pm.

5<sup>th</sup> November 2021

Barry Summerfield, Stambridge Parish Council Clerk/RFO.