

MINUTES

of the

STAMBRIDGE PARISH COUNCIL

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

ON THURSDAY 16th DECEMBER 2021

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

151 21-22 **To Record the Members Present:**

7.30 pm.

Chairman: Councillor Mr P Shaw (Ward Councillor).

Councillors: Mr P Bowen, Mrs N Crane, Mr G Ioannou and Mrs C Lingley.

Ward Councillors: None.

Members of the public: Mr P Perkins.

The Parish Clerk/RFO: Mr B Summerfield.

The meeting was advertised on the local notice boards, on Facebook pages, Stambridge Community, Caring for Stambridge, Stambridge Memorial Hall (Official Page) and the Stambridge Parish Council website.

No public requests to attend were received.

152 21-22 **Chairman's opening remarks:**

The Chairman welcomed all persons attending the Meeting.

153 21-22 **Apologies and reasons for absence:**

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

Councillors: Mrs J Gooding (apology), Miss E Lingley (apology).

Councillor Mrs L Shaw (Essex County Council)

Ward Councillors: Mr S Wootton (Leader of the Council) and Councillor Mr I Foster.

154 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.

155 21-22 **Public Questions:**

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

Member of the Public Mr P Perkins raised a complaint re: his received letter from the SCCMC.

The Clerk to notify the SCCMC.

156 21-22 **To receive the Minutes of the Meeting of 11th November 2021.**

The Minutes were Resolved agreed.

Proposed by Councillors: Mrs C Lingley, seconded by Mrs N Crane and agreed by all.

The Chairman signed the Minutes as a true record.

157 21-22 **Matters Arising:** (not on the Agenda)

To discuss: None.

158 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 have met and are in progress.

ii Defibrillators: Installations, Facebook advertisements and Insurance.

i The Clerk reported the secure box installations at the Royal Oak and Shepherd and Dog were completed by the Contractor, the defibs have been installed and are ready for use and registered with the 'Circuit'.

ii The Asset list has been updated with Came and Co and the publication of a general notice, showing all of the three defibs locations and availability in Stambridge.

iii Councillors agreed the regular publication of the location of the Defibrillators.

iv The Clerk to define the notification process, following a defib. being used!

iii Lecterns: ECC Highways permission, Insurance, etc

The Clerk reported Essex Highways permissions for the two Lecterns at the Stambridge Village Green.

When they are installed they will be placed on the SPC Asset list with the Insurance.

iv Stambridge Lectern Maps: 'You are Here' copies.

i The Clerk reported A3 versions will be produced for the Notice Boards.

ii The Walking maps to be updated with the above.

v Green bus shelters/Notice boards and Grant of Locality Fund:

The Clerk reported the confirmation of the Grant of the Locality Fund.

- vi Fibre Broadband and BT Wi-Fi signal,
 - i The Clerk reported the expressed and recorded SPC interest in Fibre Broadband.
 - ii The Wi-fi problems at the Hall are to be potentially resolved with extra hub boosters.
 - iii A BT engineer's visit to be placed on hold until the extra hub boosters have been tried.
- vii Stambridge Memorial Hall (Official Page) Facebook page:
Councillor reports to come from the next SCCMC meeting:
- viii Recycling (#Terracycle) and Community Safety: (ref: Minute 139/vii)
Councillor Mrs J Gooding's report: to the next Agenda.

159 21-22 **Finance:** (Precept)

- i The RDC email re: Precept/Council Tax Base for 2022-2023 at 223.6 was recorded.
- ii The Clerk's spreadsheet calculations re: the PRECEPT for 2022-2023 were discussed at length.
- iii Resolved the Precept on the Rochford District Council for 2022-2023 is £32,000-00.
Proposed by Councillors: Mrs N Crane, seconded by Mrs C Lingley and agreed by all.
- iv Agreed a Finance Committee meeting to be held to discuss the Power of Competence and the potential for investing a proportion of the reserves back to the Stambridge community.

160 21-22 **Finance:**

- i The SPC Financial Statements (as circulated on 16th December 2021) were recorded.
- ii The Metro Bank Financial Statements (as circulated on 16th December 2021) were recorded.
- iii The Metro balances were checked against SPC Bank Statements by Cllrs: Mr P Shaw and Mrs N Crane.
- iv The Parish Council's SPC Excel NETT running costs 21/22 (as circulated on 16th December 2021) was recorded.
- v The Clerk's log (56) of working hours for November 2021 (as circulated on 16th December 2021) was recorded.
- vi A BACS VAT payment 22nd November 21 from HMRC re: SCCMC @ £ 1,085-35 was recorded.
- vii The agreed payment to the SCCMC re: VAT126 claimed by the SPC @ £ 1,085-35 was recorded.
- viii An Invoice December 2021 from BT re: Mobile @ £12-00 was recorded.
- ix An Invoice November 2021 from (Glendinning Electrical Ltd) 2 x defib box installations @ £360-00 was recorded.
- x The Council agreed the late invoice from B Summerfield/One.com re: annual website One.com fee @ £83-70.
- xi The (u/p) payment November 2021 to HMRC re: PAYE-RTI @ £ 54.60 was recorded
- xii The St/Ord's November & December 2021 to B Summerfield (Salary) @ £657-23 were recorded.
- xiii The D/D invoice November 2021 to E.on (vat 5%) @ £172-34 was recorded.
- xiv The D/D invoice November 2021 to Metro Bank Transaction Charges @ £ 0-98 was recorded.
- xv The D/D invoice November 2021 to B.T. @ £ 66-54 was recorded.
- xvi 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 Mrs C Lingley and agreed by all.

161 21-22 **Planning consultations:**

Application no 21/00.../FUL - None.

162 21-22 **Correspondence:**

- i 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.

163 21-22 **Training:**

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

164 21-22 **Allotments Admin:**

The Clerk reported that all 28 Tenancy agreements for October 2021-2022 were agreed and up to date.

165 21-22 **Streetlighting:**

- i The Clerk reported his survey revealed all lights OK !
- ii Councillor's reports: None.

166 21-22 **Highways and Public Footpaths:**

- i Volunteers have completed the restoration of the four vandalised flower baskets at the Village Gates.
Clerk to write.
- ii The Clerk reported: the Bus Shelter locations, as requested by the ECC were forwarded.
- iii Essex Councillor Mrs L Shaw's email, recording the slow progress update on the VAS, Stambridge Road was recorded.
- iv Alleged dangerous parking on school days, is to be investigated, following complaints.
- v Tall Ash trees on Stewarts Elm Farm Road (behind the Royal Oak) are reported causing local residents concern.
Clerk to pass on the concerns to the RDC Tree officer Mr James Choat.

167 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', 'Stambridge Memorial Hall (Official Page)' and the 'Stambridge Parish Council' pages.

168 21-22 **COVID-19 Legislation changes updates:**

The Government's December 'Plan B' 21 rules are current.

169 21-22 **Items from Councillors:** for next Agenda and exchange of information only.

Items: Councillor Mrs J Gooding's report

170 21-22 **To agree the date of the next Stambridge Parish Council Meeting.**

Agreed: **THURSDAY 13th JANUARY 2022**

A MEETING AT THE STAMBRIDGE PAVILION AT 7.30 PM.

There being no further business the Chairman closed the meeting at 8.49 pm.

7th January 2022

Barry Summerfield, Stambridge Parish Council Clerk/RFO.