

MINUTES

of the

STAMBRIDGE PARISH COUNCIL

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

ON THURSDAY 13th JANUARY 2022.

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

171 21-22 Election of a Chairman:

7.35 pm.

- i There being no elected Chairman or Vice Chairman present: Councillor Mrs C Lingley proposed, seconded by Councillor Ms E Lingley that Councillor Mr P Bowen be elected Chairman for this meeting.
- ii Councillor Mr P Bowen agreed and was duly elected.

172 21-22 To Record the Members Present:

Chairman: Councillor Mr P Bowen.

Councillors: Mrs C Lingley and Ms E Lingley.

Ward Councillors: None.

Members of the public: None.

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.

173 21-22 Chairman's opening remarks:

The Chairman welcomed all persons attending the Meeting.

174 21-22 Apologies and reasons for absence:

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

Councillors: Mrs N Crane (training), Mr G Ioannou (unwell), Mrs J Gooding (RDC meeting), Mr P Shaw (RDC meeting).

Councillor Mrs L Shaw (Essex County Council) (meeting).

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

175 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.

176 21-22 Public Questions:

(Guest Speakers, visiting Ward/County Councillors, Councillors and Questions/Statements from members of the public)
None..

177 21-22 To receive the Minutes of the Meeting of 16th December 2021.

The Minutes were Resolved agreed.

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

The Chairman signed the Minutes as a true record.

178 21-22 Matters Arising: (not on the Agenda)

To discuss: None.

179 21-22 Progress Reports on all agreed Councillors/Clerk Actions:

- i Stambridge Newsletter Committee:
Committee report: None.
- ii Stambridge Defibrillator:
The Clerk reported that advertising the positions of the Defibs will be carried out every two months on the Website and facebook. The notification of any defib. use, is automatic by email from 'The Circuit'
- iii Lecterns updates:
 - i The Clerk reported that both Lecterns are now installed on the Village Green with non-updated maps showing the incorrect 'You are Here' markers; which have been covered by tape to avoid public confusion. Both lecterns to be updated with the new maps and markers, in due course.
 - ii The Lecterns have been added to the SPC Asset list and the insurance company informed.
- iv Stambridge Lectern Maps (for Notice boards) and Walking Maps progress:
The Clerk circulated copies of the draft Walking maps. The text will be added for approval at the next meeting.
- v Green; Bus shelters & Notice boards:
 - i The Clerk reported that the Contractors have been informed that the grant runs out on 31st March 2022.
 - ii Ward Councillor (Essex) Mrs L Shaw has arranged for a further injection of funding from the Locality Fund to cover the full costs of the project @ £3,495-00.

- vi Wi-Fi coverage and ASELA Fibre Broadband:
 - i Contact with the ASELA Fibre Broadband supplier is in hand and presently waiting for their installation engineer to contact the Clerk to inspect their potential cable routing into the Memorial Hall.
 - ii BT have offered booster disks and a new Router to cover all of the Wi-Fi in the hall under a new two year contract at a quoted increase of £7 a month?
 - iii All agreed the above decisions on hold, until the ASELA Fibre Broadband hub is installed and both (ASELA and BT) supply contract costs revealed.
- vii Recycling (#Terracycle) and Community Safety: (ref: Minute 139/vii)
Councillor Mrs J Gooding's report: to the next Agenda.
- viii SCCMC updates:
 - i Councillor Mr P Bowen reported potential requests: for an updated annual financial support – Grants for the Play Equipment - loss of venue sales due to the lack of car parking on football days, etc.
 - ii The requested receipt of the SCCMC Minutes (for the Finance Committee) will update details and requests.
- ix The restored Village Gates Flower baskets:
The Clerk read to the council the SPC email of thanks.
- x ECC requested Bus Shelter Licences:
The Clerk reported he is in progress.
- xi Tall Ash trees on Stewarts Elm Farm Road (behind the Royal Oak):
The Clerk reported the 'follow up' reply from the RDC's Mr Choat.

180 21-22 Finance Committee Meeting:

Agreed as Tuesday 1st February 2022.

181 21-22 Finance:

- i The SPC Financial Statements (as circulated on 13th January 2022) were recorded.
- ii The Metro Bank Financial Statements (as circulated on 13th January 2022) were recorded.
- iii The Metro balances were checked against SPC Bank Statements by Cllrs: Mrs C Lingley and Ms E Lingley.
- iv The Resolved Precept on the Rochford District Council for 2022-2023 is £32,000-00 was recorded.
- v The Parish Council's SPC Excel NETT running costs 21/22 (as circulated on 13th January 2022) was recorded.
- vi The Clerk's log (57) of working hours for December 2021 (as circulated on 13th January 2022) was recorded.
- vii Councillors agreed to donate funds (£60-00) for the requested fabrication of a coloured banner to be placed outside the Stambridge School, reminding road users of Children's Road Safety, was recorded.
- viii An agreed payment to: HMRC re: January PAYE-RTI @ £ 54-60 was recorded.
- ix An agreed payment to: BT re: Mobile device @ £ 6-00 was recorded.
- x An agreed payment to: B Summerfield/SLCC re: Annual membership fee @ £186-00 was recorded.
- xi The payment December 2021 to the SCCMC re: VAT126 claimed by the SPC @ £ 1,085-35 was recorded.
- xii The payment December 2021 to BT re: Mobile @ £12-00 was recorded.
- xiii The payment December 2021 to Glendinning Electrical Ltd) 2 x defib box installations @ £360-00 was recorded.
- xiv The payment December 2021 to B Summerfield/One.com re: annual website One.com fee @ £83-70 was recorded.
- xv The payment December 2021 to HMRC re: PAYE-RTI @ £ 54-60 was recorded.
- xvi The St/Ord January 2022 to B Summerfield (Salary) @ £657-23 was recorded.
- xvii The D/D invoice December 2021 to E.on (vat 5%) @ £172-30 was recorded.
- xviii The D/D invoice December 2021 to Metro Bank Transaction Charges @ £ 0-98 was recorded.
- ixx The D/D invoice December 2021 to B.T. @ £ 66-54 was recorded.
- xx The receipt of the latest SCCMC VAT126 reimbursement claim @ £439-91 was recorded.
- xxi Councillors agreed that the Chequebook to be co-signed outside the meeting.
- xxii To resolve all Covid-19 emergency actions, recommended and agreed payments, other actions, financial statements, transfers, grants, countersigned cheques, etc, etc.
Proposed by Councillors: Mr P Bowen, seconded Mrs C Lingley and agreed by all.

182 21-22 Planning consultations:

- i Application no. 21/01135/FUL Brooklands Farm, Apton Hall Road, Stambridge SS4 3RG.
(Demolish 1No. Outbuilding and Construct 1No. New Outbuilding for Use Incidental to the Dwellinghouse, Brooklands Farm)
- Stambridge Parish Council has no problem or objection.

183 21-22 Correspondence:

- i The Queens Jubilee Celebrations to be discussed at the Finance Committee meeting.
- ii 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.

184 21-22 Training:

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

185 21-22 **Allotments Admin:**

The Clerk reported that he has taken a water meter reading and forwarded it to WAVE.
(Wave balance indicate £350 in credit – November 2021).

186 21-22 **Streetlighting:**

Councillor's reported No 1 Cagefield Road (U/S).

187 21-22 **Highways and Public Footpaths:**

- i The alleged dangerous School parking question has been put forward.
A requested potential metal barrier on the pavement opposite the school entrance has been turned down.
- ii Councillor reports: Pothole on Apton Hall Road opposite 'Brede House'.

188 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.

189 21-22 **COVID-19 Legislation changes updates:**

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

190 21-22 **Items from Councillors:** for next Agenda and exchange of information only.

Items:

191 21-22 **The date of the next Stambridge Parish Council Finance Committee Meeting.**

Agreed: **1st FEBRUARY 2022**

A MEETING AT THE STAMBRIDGE PAVILION AT 7.30 PM.

192 21-22 **To agree the date of the next Stambridge Parish Council Meeting.**

Agreed: **THURSDAY 3rd FEBRUARY 2022**

A MEETING AT THE STAMBRIDGE PAVILION AT 7.30 PM.

There being no further business the Chairman declared the meeting closed at 8.23 pm.