

MINUTES

of the

STAMBRIDGE PARISH COUNCIL

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

ON THURSDAY 3rd MARCH 2022.

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

221 21-22 **To Record the Members Present:**

7.30 pm.

Chairman: Councillor Mr P Shaw.

Councillors: Mrs N Crane, Mrs J Gooding, Mr G Ioannou.

Ward and Essex Councillor: Mrs L Shaw.

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.

222 21-22 **Chairman's opening remarks:**

The Chairman welcomed all persons attending the Meeting.

223 21-22 **Apologies and reasons for absence:**

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

Councillors: Mr P Bowen, Mrs C Lingley and Ms E Lingley.

Ward Councillors: Mr I Foster (Covid) and Mr S Wootton (Covid).

224 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.

225 21-22 **Public Questions:**

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

i Ward and Essex Councillors Mrs L Shaw reported:

An RDC Platinum Purse for the Jubilee amounts to £10,000 - A local Locality Fund has not been able to be used and so was transferred to the Stambridge Bus Shelter/Notice board enhancements – The cut-off date for the Locality Fund is extended to May – A £5,000 Levelling Up Fund is becoming available when details are specified – £2m to be distributed to Essex Councillors for Potholes/Pathways, etc – Food Bank is very busy – Help for the Ukraine is building up – Bloor homes have won their Planning Appeal against the RDC.

ii Councillors Mr N Crane (Chairman SCCMC) reported:

A new Memorial Hall boiler is installed – New urinal fitted – Floodlighting for the Pavilion investigated – The Car Park surface materials and working party discussed – Barclays Bank Mandate to be signed by Councillor Mr G Ioannou – A working Party to clear overgrowth (for better parking), is taking place this coming Saturday.

226 21-22 **To receive the Minutes of the Meeting of 3rd February 2022.**

The Minutes were Resolved agreed.

Proposed by Councillors: Mrs J Gooding, seconded by Mr G Ioannou and agreed by all.

The Chairman signed the Minutes as a true record.

227 21-22 **Matters Arising:** (not on the Agenda)

(Minute 211/ ii) The Post box, The Old Post Office, Great Stambridge (Royal Mail Street Furniture Works)

The Clerk read the Councils emailed objection to the post box removal.

Ward councillors are reported to have responded with their objections.

228 21-22 **Potential local celebrations of the Queens Platinum Jubilee:**

Agreed: a potential date for the proposed Stambridge Jubilee celebration: Saturday 18th June 22.

i A Jubilee Fete/Fair/Event via the SCCMC with the SPC support:

ii 50 x Commemorative Jubilee mugs, are proposed: Clerk to report costs.

iii A Jubilee Tree is to be researched by Councillor Mr P Bowen.

229 21-22 **Progress Reports on all agreed Councillors/Clerk Actions:**

i Stambridge Newsletter Committee:

Councillor Mr P Shaw reported awaiting the final article from the Football Club.

ii Lecterns updates:

The Clerk reported: wooden rot proofing and inserting the 'You are Here' are to be carried out.

iii Stambridge Lectern Maps (for Notice boards) and Walking Maps progress:

The Clerk reported: the draft updated Walking Maps and the A3 Notice Board Maps to the printer in due course.

- iv Green; Bus shelters & Notice boards:
The Clerk reported: 'concerns'.
Agreed; due to the none responses from CJ Gardens, Leigh, the offered work is voided and withdrawn.
- v Wi-Fi coverage and ASELA Fibre Broadband:
The Clerk reported: meeting the installation engineers on their visit to the Hall on 25th February 22.
- vi Recycling (#Terracycle)
The Clerk reported: he has signed up in order to sign on Parish Councils who are interested.
- vii Wildflower beds in Stambridge
The Clerk reported: he has spoken with Paula Harman of Ladybird Gardens who will be giving estimates for the Village Green and the Bus Shelter/ Notice Boards flowering improvements.
- viii The Chairman's Chain of Office.
The Clerk has not been able to find the 'Chain' but has found a Clerk's Badge and a Vice Chairman's Badge only.
Agreed: the Clerk to research a new replacement 'Chain/Badge'.
- ix Plainings for the carpark potholes.
SCCMC and Ben are reported in the process of obtaining materials for the holes.
- x A potential Public Survey re: 'General Power of Competence' upgrading/adding community assets.
The Clerk will produce a Survey for the visitors/residents at the Jubilee Celebration event on the 18th June 22.
- xi Exploration of the potential for extending the area for Mem Hall/Pavilion parking, Play area, etc.
Agreed the Clerk will ask the SCCMC if the Chairman and Clerk can attend at their next meeting on 15th March 22.
- xii The meeting of carpark volunteers on the 5th February 22.
Councillors reported clearing work in progress.

230 21-22 Financial Committee Meeting recommendations:

- i Resolved under the Stambridge Parish Councils 'General Power of Competence':
 - i The SCCMC annual support fund will be £6,000-00 for 2022-23.
 - ii The Memorial Hall telephone and Wi-Fi will be fully paid by the SPC and no longer shared.
 - iii The 2022-23 expenditure limit for the streetlighting LED upgrade @ £3,000-00.
 - iv The Clerk will research the potential ECC funding for a full streetlighting LED upgrade.
 - v Estimates for the Installation of motion sensor lights and CCTV on the Pavilion is agreed in principle.
Funding streams to be provided by the SPC and others and potentially via the Community Safety Fund.
- ii Proposed by Councillors: Mr P Shaw, seconded by Mrs J Gooding and agreed by all.

231 21-22 Finance:

- i The SPC Financial Statements (as circulated on 3rd March 2022) were recorded.
- ii The Metro Bank Financial Statements (as circulated on 3rd March 2022) were recorded.
- iii The Metro balances were checked against SPC Bank Statements by Cllrs: P Shaw and Mrs N Crane.
- iv The Parish Council's SPC Excel NETT running costs 21/22 (as circulated on 3rd March 2022) was recorded.
- v The Clerk's log (59) of working hours for February 2022 (as circulated on 3rd March 2022) was recorded.
- vi The Clerk's email to Little Hall Farms Ltd (2023 rental agreement) and potential increases 2023 onwards was read to the Council and was recorded.
- vii The agreed payment to: HMRC re: PAYE-RTI @ £ 54-60 was recorded.
- viii An Invoice February 2022 from BT re: Mobile charge @ £ 6-00 was recorded.
- ix An Invoice February 2022 from B Summerfield/Amazon re: Laser Toners x 2 @ £ 43-99 was recorded.
- x An Invoice February 2022 from WEBSITE4 re: Annual website Domain Invoice #24 @ £ 120-00 was recorded.
- xi An Invoice February 2022 from B Summerfield/Microsoft 365 re: Annual fee @ £ 79-99 was recorded.
- xii An Invoice February 2022 from EALC (23/07/2020) re: Chairman's Briefing webinar @ £ 54-00 was recorded.
- xiii The Council allowed an extra item in the payment (reissue) of the Stambridge School Safety Banner @ £86-33.
- xiv The payment February 2022 to HMRC re: PAYE-RTI @ £ 54-60 was recorded.
- xv The payment February 2022 to VAA UK, Stambridge School Safety Banner was recorded cancelled.
- xvi The payment February 2022 to Little Hall Farms Ltd re: allotments annual rent @ £1,000-00 was recorded.
- xvii The payment February 2022 to B Summerfield/RedBubble re: 'You are Here' @ £10-68 was recorded.
- xviii The payment February 2022 to BT re: Mobile charge @ £ 6-00 was recorded.
- xix The payment February 2022 to W & H (Romac) Ltd re: repairs to P1 Cagefield road, @ £102-06 was recorded.
- xx The St/Ord February 2022 to B Summerfield (Salary) @ £657-23 was recorded.
- xxi The D/D February 2022 to NPOWER (vat 5%) @ £270-86 was recorded.
- xxii The D/D February 2022 to B.T. @ £ 66-54 was recorded.
- xxiii The February 2022 Credit Note from Wave (Allotment water) @ Credit £201-59 was recorded.
- xxiv 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 Mr G Ioannou and agreed by all.

232 21-22 Planning Consultations:

- i Application no 22/00/FUL None.

233 21-22 **Correspondence:**

- i To receive an e/letter February 2022 re: stolen Suzuki and Mem Hall CCTV visuals was recorded.
- ii To receive an e/letter February 2022 from 'The Circuit' re: defibrillator checks x 3 was recorded. The Clerk reported the 3 x checks carried out.
- iii The RDC Publication of the Council Tax Levy Schedule, 2022-23 was published on the notice boards.
- iv The Clerk's information re: RDC/EALC/NALC/Police/ECC/ECC Highways information, as circulated.
- v Received/record e/Letters, RDC/EALC/Gov. Circulars, Publications and Bundles: etc, etc: as placed on the table.

234 21-22 **Training:**

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

235 21-22 **Allotments Admin:**

- i The Clerk reported: Horse manure supply, plot reports and meeting the supplier at the gates was recorded.

236 21-22 **Streetlighting:**

- i Councillor reports: None.

237 21-22 **Highways and Public Footpaths:**

- i The Clerk reported re: Sunken Drain cover on Apton Hall Road ref: 2762779.
- ii February Stambridge Road closures.
- iii Councillor reports: None.

238 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.

239 21-22 **COVID-19 Legislation changes updates:**

The Government's updates are current.

240 21-22 **Items from Councillors:** for next Agenda and exchange of information only.

Items: None.

241 21-22 **To agree the date of the next Stambridge Parish Council Meeting.**

Agreed: **THURSDAY 21st April 2022**

A MEETING AT THE STAMBRIDGE PAVILION AT 7.30 PM.

There being no further business the Chairman closed the meeting at 8.53 pm.

14th April 2022.

Barry Summerfield, Stambridge Parish Council Clerk/RFO.