

MINUTES

of the

STAMBRIDGE PARISH COUNCIL

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

ON THURSDAY 10th NOVEMBER 2022.

121 22-23 **To Record the Members Present:**

7.30 pm.

Chairman: Councillor Mr P Shaw.

Councillors: Mr P Bowen, Mrs N Crane and Mrs L Kavanagh.

Ward Councillors: Mr I Foster and 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.

122 22-23 **Chairman's opening remarks:**

The Chairman welcomed all persons attending the Meeting.

123 22-23 **Apologies and reasons for absence:**

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

Councillors: Mrs J Gooding. Mrs C Lingley and Ms E Lingley.

Ward Councillors: Mr S Wootton,

124 22-23 **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.

125 22-23 **Public Forum: (5 min per person only)**

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

- i Ward and Essex Councillor Mrs L Shaw: Encouraged more input by 14th November 22 from local Councils on the Potholes scheme re: Where they are to be found – ‘What Three Words’ – Photographs – 50mm deep. Attended the ECC Chief Whips office and has organised the location of all ECC Streetlights into Wards and Councils – Streetlighting output can be varied according to demand – Cllr: Shaw has Compass ‘Domestic Abuse’ contact cards
- ii Ward Councillors: Mr I Foster advised: - Planning enforcement is in process re: ‘Change of Use’ at Brooklands, Apton Hall Road – The protesters against the contentious Ashingdon Road Oak Tree removal, have been supported by a speech in Parliament by the MP Mark Francois, asking Bloor Homes to change their proposed destruction of the Oak Tree.
- iii Chairman Cllr Mr P Shaw raised the question of the Community Safety Fund at £2,500 (Match Funding) running out soon, which is potentially applicable to the proposed new CCTV and movement activated Floodlights at the Pavilion. The Clerk to contact Clerk Sandra Sladden re: an update.

126 22-23 **To receive the Minutes of the Stambridge Parish Council of 6th October 2022.**

The Minutes were Resolved agreed.

Proposed by Councillors: Mrs N Crane, seconded by Mrs L Kavanagh and agreed by all.

The Chairman signed the Minutes as a true record.

127 22-23 **Matters Arising from the Minutes:** (not on the Agenda)

Item: None

128 22-23 **Progress Reports on all agreed Councillors/Clerk Actions:**

- i Stambridge Newsletter Committee:
Councillor Mr P Shaw reported no progress.
- ii The Stambridge Walking Maps:
The Clerk reported there was no place on Little Stambridge Hall Lane for a map container and has placed it on the drive to the Sewage Works off of the Paglesham Road (FP 14).
- iii The Stambridge Parish Council Chairman’s Chain of Office:
The Clerk’ reported the Chairman’s Chain of Office is ordered
- iv Essex CC Locality Fund LF123/3 re: Coastal Triple unit litter/ recycling/ etc bin
i Ratified: The Clerks/Chairman’s positive purchase actions re: the above order upon receipt of the Locality Fund advance at £851-00 were agreed and recorded.
ii Full thanks to Ward Councillor Mrs L Shaw for her positive actions with the Locality Fund advancements.
- v WiFi extenders for the Memorial Hall.
The Clerk reported the WiFi extender supply of 2 units are installed in the Memorial Hall.

- vi Winter Warmth and Welcome Spaces Fund: (circulated).
Agreed to forward to SCCMC.
- vii SCCMC:
Resolved: The Stambbridge Parish Council agreed to the 10 % (£800-00) request from the SCCMC for a donation towards the new 'Swings installation' at the Memorial Hall site.
Proposed by Councillors: Mr P Shaw, seconded by Mrs L Kavanagh and agreed by all.

129 22-23 **Finance:**

- i The SPC Financial Statements (as circulated on 10th November 2022) were recorded.
- ii The Metro Bank Financial Statements (as circulated on 10th November 2022) were recorded.
- iii The Metro balances were checked/agreed against SPC Bank Statements by Cllrs: Mr P Bowen and Mrs N Crane.
- iv The Parish Council's SPC Excel NETT running costs (as circulated on 10th November 2022) was recorded.
- v The Clerk's log (66) of working hours for October 2022 (as circulated on 10th November 2022) was recorded.
- vi The: SBA team re: PKF REF: EXO227- Review of AGAR Part 3 (21-22) has concluded and the final report awaited.
- vii To record Income received: i) Location Fund @ £ 851-00 + ii) Allotment plot tenures @ £1,760-00.
- viii A payment to HMRC re: PAYE-RTI (November 22) @ £61-00 was recorded.
- ix An Invoice November 2022 from W&H (ROMAC) Ltd re: Streetlight P5 Cagefield Road @ £613-89 was recorded.
- x An Invoice November 2022 from Lemon Fencing Ltd Re: Allotment gateposts side fill//Prikka @ £240-00 was recorded.
- xi An Invoice November 2022 from KBS Depot Ltd re: Coastal Triple unit recycle/litter bin @ £1,021-20 was recorded.
- xii An Invoice November 2022 from B Summerfield/Essex County Skips re: Village Green soil @ £ 186-00 was recorded.
- xiii An Invoice November 2022 from B Summerfield/Amazon re: Memorial Hall 2 x WiFi boosters @ £25-98 was recorded.
- xiv The payment October 2022 to HMRC re: PAYE-RTI (September/October 22) @ £122-00 was recorded.
- xv The payment October 2022 to B Summerfield/Post Office re: Large Stamps for Allot/Tenures @ £43-50 was recorded.
- xvi The payment October 2022 to B Summerfield/B&Q supply of padlock at £ 22-00 was recorded.
- xvii The payment October 2022 to Mr P Shaw/B&Q supply of padlock at £ 22-00 was recorded.
- xviii The payment October 2022 to Stambbridge Community Centre re: VAT126 SPC claim @ £1,131-57 was recorded.
- xix The payment October 2022 to BT re: Mobile @ £18-00 was recorded.
- xx The payment October 2022 to BT re: Mobile @ £12-00 was recorded.
- xxi The payment October 2022 to WAVE (allotment water supply) @ £32-00 was recorded.
- xxii The St/Ord October 2022 to B Summerfield (Salary) @ £ 661-52 was recorded.
- xxiii The D/D October 2022 to NPOWER @ £189-93 was recorded.
- xxiv The D/D October 2022 to B.T. @ £ 67-99 was recorded.
- xxv Resolved: The circulated notification of the Clerk's NALC/EALC agreed pay rise at SCP 24 @ £15.16 per hr to £16.16 per hr and backdated to 1st April 2022.
Proposed by Councillors: Mrs N Crane, seconded by Mr P Bowen and agreed by all.
- xxvi Resolved: all above actions, recommended and agreed payments, other actions, financial statements, transfers, grants, quotations and countersigned cheques, etc,
Proposed by Councillors Mr P Bowen seconded Mr P Shaw and agreed by all.

130 22-23 **Planning Consultations:**

- i Application no 22/00.../FULNone.
- ii As received, a letter (circulated) re: Brooklands, Apton Hall Road. SS4 3RG was agreed covered by the resulting email from Councillor Mr J Gooding, forwarding the received complaints.

131 22-23 **Correspondence:**

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

132 22-23 **Training:**

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

133 22-23 **Allotments Admin:**

- i The Clerk reported that one plot was still Vacant – Horse manure has been delivered.
- ii The five year lease agreement contract with Little Hall Farms Ltd.
A Rochford solicitors' advice was for the SPC to clarify:
 - i 3.3) 'Option to renew' is not mentioned in the proposed lease.
 - ii 5.4) To research the 3-year Retail Price Index calculations.
 - iii 11.1) The Council agreed that it does not accept that the SPC pays for all legal fees.

134 22-23 **Streetlighting:**

- i The Clerk reported the potential LED pilot was not viable.

135 22-23 **Highways, Pavements and Public Rights of Way:**

- i The Clerk reported a 'Caution concealed entrance' Road Sign on the Stambbridge Road request, has been forwarded to Essex Councillor Mrs L Shaw.
- ii The Clerk reported potential PROW finger post signs, SPC temporary signs at Barton Hall and the remaining Walking Maps modified for clarity.

136 22-23 **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.

137 22-23 **Items from Councillors:** for next Agenda and exchange of information only.

Items: None.

138 22-23 **To agree the date of the next Stambridge Parish Council Meeting.**

Agreed: THURSDAY 1st DECEMBER 2022 A MEETING AT THE STAMBRIDGE PAVILION At 7.30pm.

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

26th November 2022.

Barry Summerfield, Stambridge Parish Council Clerk/RFO.