

# MINUTES

of the

## STAMBRIDGE PARISH COUNCIL

MEETING AT THE STAMBRIDGE PAVILION, STAMBRIDGE ROAD, SS4 2AR  
ON THURSDAY 19<sup>th</sup> JANUARY 2023.

### 139 To Record the Members Present:

7.30 pm.

Chairman: Councillor Mr P Shaw.

Councillors: Mrs L Kavanagh, Mrs C Lingley and Ms E Lingley.

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.

### 140 Chairman's opening remarks:

The Chairman welcomed all persons attending the Meeting wishing them a \*Happy New Year\*.

### 141 Apologies and reasons for absence:

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

Councillors: Mrs J Gooding.

Ward Councillors: Mr I Foster and Mr S Wootton,

### 142 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.

### 143 Public Forum: ( 5 min per person only )

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

Ward and Essex Councillor Mrs L Shaw reported: 'Speedwatch' is being set up for Stambridge – The Community Safety Fund is there to be used for Stambridge – The Locality Fund will be available for the next Financial Year – More input was requested from local Councils on the Potholes scheme re: Where they are to be found – 'What Three Words' – Photographs - The Councillor has mapped the location of all ECC controlled Streetlights in Essex.

### 144 To record the inquorate Meeting of the 1<sup>st</sup> December 2022:

(N.B.: Three Councillors present to be quorate).

The Clerk reported that there was only one Councillor present, together with the visiting Ward Councillor Mr S Wootton and the Parish Clerk.

### 145 To receive the Minutes of the Stambridge Parish Council of 10<sup>th</sup> November 2022.

The Minutes were Resolved agreed.

Proposed by Councillors: Mrs C Lingley, seconded by Mrs L Kavanagh and agreed by all.

The Chairman signed the Minutes as a true record.

### 146 Matters Arising from the Minutes: (not on the Agenda)

Item: None.

### 147 Progress Reports on all agreed Councillors/Clerk Actions:

i Stambridge Newsletter Committee:

The Chairman will be prepping a page.

ii The Stambridge Parish Council Chairman's Chain of Office:

The Clerk reported the receipt of the Chain of Office, which was approved by the Council.

iii The Community Safety Fund (Match Funding):

The Clerk reported re: the proposed new CCTV and floodlighting match funding for the Pavilion, to be forwarded to the above.

iv The potential five year lease agreement contract with Little Hall Farms Ltd.

The Clerk reported the correspondence with Mr Jamie Ranking re: the lack of the signed contract/agreement. from the landowners (Little Hall Farms Ltd), solicitors.

v SCCMC:

i SCCMC Councillors reports: None.

ii Noted the SCCMC Grant applications January 2023 re: Stambridge Memorial Hall and Pavilion Alarms are to be received.

vi The Quotation December 2022 from Contractors Glendinning re: Four Pavilion Floodlights @ £760-00 inc Vat was agreed.

vii The Quotation December 2022 from Contractors MPE re: Pavilion CCTV @ £2,750-00 plus Vat was agreed.

**148** 22-23 **Finance:** The PRECEPT 2023-2024 on the Rochford District Council.

- i The Clerk's SPC Precept estimates were discussed at length.:
- ii Resolved the PRECEPT Demand 2023-2024 on the Rochford District Council is £32,000-00.  
Proposed by Councillors Mrs L Kavanagh, seconded by Ms E Lingley and agreed by all.

**149** 22-23 **Finance:**

- i The SPC Financial Statements (as circulated on 19<sup>th</sup> January 23) were recorded.
- ii The Metro Bank Financial Statements (as circulated on 19<sup>th</sup> January 23) were recorded.
- iii The Metro balances were checked/agreed against SPC Bank Statements by Cllrs: Mrs C Lingley and Ms E Lingley.
- iv The Clerk's logs (67/68) working hours for Nov/Dec 2022 (as circulated on 19<sup>th</sup> January 23) were recorded.
- v The receipts of the P4 and P5 22-23 Allotment Tenure payments @ £80-00/£80-00 were recorded.
- vi The SPC VAT126 payment collected for the SCCMC @ £465-08 was recorded.
- vii The Clerk's NALC/EALC granted salary increase:
  - i The instruction letter to the Metro Bank, updating the Clerk's Salary Standing Order to the awarded NALC/EALC rate of £699-78 NETT per month from 7<sup>th</sup> February 2023 was recorded.
  - i The Clerk's back pay from April 22 (10 mths x 47.66) @ £476-60 was recorded.
- viii The donation to the Stambridge Community Centre re: the 10 % requested donation towards the new 'Swings installation' at the Memorial Hall site @ £ 800-00 was recorded.
- ix The donation to Stambridge Community Centre re: Pavilion Part-fund Electrical/Inspect @ £300-00 was recorded.
- x The late payment to HMRC re: PAYE-RTI (December 22) @ £61-00 was recorded.
- xi The payment to: HMRC re: PAYE-RTI (January 23) @ £61-00 was recorded.
- xii The payment December 22: Little Hall Farms Ltd re: Stambridge Allotment rent 22-23 @ £ 1,000-00 was recorded.
- xiii The Invoice December 2022 from B Summerfield/Post Office) re: 1st/2nd class stamps @ £67-22 was recorded.
- xiv The Invoice December 2022 from Bags&Covers Direct Ltd re: Standpipe Frost Cover @ £47.55 was recorded.
- xv The Invoice December 2022 from SLCC re: annual membership @£187-00 was recorded.
- xvi The payment January 23 to: Little Hall Farms Ltd re: Stambridge Allotment rent 23-24 @ £ 2,900-00 was recorded.
- xvii The Invoice January 2023 from Vaughtons re: 54226 Chairmans Jewel @ £1,494.35 was recorded.
- xviii The Invoice January 2023 B Summerfield/One.Com re: Stambridgepc.co.uk email Annual @ £56-10 was recorded.
- xix The Invoice January 2023 from W&H (Romac) Ltd re: Mill Lane P2 (unrepairable-U/S – LED fitted) and P5 (repairable), Stambridge Road, P8/P14 (U/S – LED fitted), Apton Hall Road, P2 (U/S – LED fitted), @ £2,030.16 were recorded.
- xx The payment November 2022 to HMRC re: PAYE-RTI (November 22) @ £61-00 was recorded.
- xxi The payment November 2022 to W&H (ROMAC) Ltd re: Streetlight P5 Cagefield Road @ £613-89 was recorded.
- xxii The payment November 2022 to Lemon Fencing Ltd Re: Allotment gateposts//Prikka @ £240-00 was recorded.
- xxiii The payment November 2022 to KBS Depot Ltd re: Coastal Triple unit recycle/litter bin @ £1,021-20 was recorded.
- xxiv The payment November 2022 to B Summerfield/Essex County Skips re: Village Green soil @ £ 186-00 was recorded.
- xxv The payment November 2022 to B Summerfield/Amazon re: Memorial Hall 2 WiFi boosters @ £25-98 was recorded.
- xxvi The St/Ord Nov/Dec 22/January 23 to B Summerfield (Salary) @ £ 661-52/£ 661-52/£ 661-52 was recorded.
- xxvii The D/D November/December 22 to NPOWER @ £209-46/£68-16 were recorded.
- xxviii The D/D November/December 22 to B.T. @ £67-99/£67-99 were recorded.
- xxix The D/D November/December 22 to Anglian Water (Allotments) @ £32-00/£32-00 were recorded.
- xxx The D/D November/December 22 to Metro Bank transaction charges @ £1-76/£0-56 were recorded.
- xxxi
  - i Resolved: the MPE Quotation for CCTV at the Pavilion @ £2,750-00 plus vat and the Glendinning quotation for four movement sensitive floodlights at the Pavilion @ £760-0 inc vat.  
Proposed by Councillor Mr P Shaw, seconded by Mrs C Lingley and agreed by all.
  - ii Both above quotations will be applied to match funding from the Community Safety Fund.
- xxxii Co-signatory Cllr: Mrs N Crane was authorised to co-sign the presented Cheques, etc, outside the meeting.
- xxxii
  - i Agreed: Councillors Mrs L Kavanagh and Mrs C Lingley to be co-signees on the Metro Bank mandate.
  - ii The Clerk to organise the Mandate.
- xxxiii Resolved: all above actions, recommended and agreed payments, other actions, financial statements, transfers, grants, quotations and countersigned cheques, etc,  
Proposed by Councillors Mr P Shaw, seconded by Ms E Lingley and agreed by all.

**150** 22-23 **Planning Consultations:**

- i Application no: 22/00986/FUL 15, Wheatfields, Stambridge. SS4 2BT.  
(First Floor Side Extension Revised Proposal). – Planning Permission Granted - Noted.
- ii Application no: 22/01120/LBC The Old House, Ballards Gore, Rochford, Essex.  
(Replace Undersized and Decayed Oak, Replace External Infill Panels With Lime and Wood Fibre Panel, Renew Weatherboard as Original, Renew Brickwork as Required, and Establish Boundary Fencing) - Noted.

**151** 22-23 **Correspondence:**

- i The Clerk will respond to the KAOS request re: representation on the SCCM Committee.
- ii The Clerk will respond to a local resident re: information for his fencing and electrical problems.
- iii Received/record e/Letters, RDC/EALC/Gov. Circulars, Publications and Bundles: etc, etc: as placed on the table.

**152** 22-23 **Training:**

Councillor Mrs L Kavanagh will be taking training at the EALC o. 6<sup>th</sup> and 20<sup>th</sup> February.

**153** 22-23 **Allotments Admin:**

The Clerk reported all plots have been let and a standpipe cover has been replaced.

**154** 22-23 **Streetlighting:**

i P2 (Apton Hall Rd), P14/P8 (Stambridge Rd), P2/P5 (Mill Lane) have been repaired/replaced.

ii Councillor reports: None.

**155** 22-23 **Highways, Pavements and Public Rights of Way:**

Councillor reports: pothole near the Apton Hall Road/Stambridge Road end – Illegal Hare Coursing persons were arrested locally in Paglesham.

**156** 22-23 **Website:** ([www.stambridgepc.org.uk](http://www.stambridgepc.org.uk))

The website to be further updated with the information from this meeting.

**157** 22-23 **Items from Councillors:** for next Agenda and exchange of information only.

Item: Lack of fencing at the Stambridge Mill.

**158** 22-23 **To agree the date of the next Stambridge Parish Council Meeting.**

**Agreed: THURSDAY 9<sup>th</sup> FEBRUARY 2023.** AT THE STAMBRIDGE PAVILION At 7.30pm.

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

**159** 22-23 **Private and Confidential:**

Pursuant to the provision of Section 1000(a) of the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985, the press and public be excluded from the meeting for consideration of the following item of business on the grounds that it contains information defined as exempt in Part 1 of Schedule 12a of the Local Government Act 1972, as detailed.

**The Sole Trustee Committee.**

4<sup>th</sup> February 2023.

Barry Summerfield, Stambridge Parish Council Clerk/RFO.