



# STAMBRIDGE PARISH COUNCIL

[www.stambridgepc.org.uk](http://www.stambridgepc.org.uk)

**CHAIRMAN:**

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## AGENDA

**YOU ARE HEREBY SUMMONED TO THE STAMBRIDGE PARISH COUNCIL MEETING  
AT THE STAMBRIDGE PAVILION, STAMBRIDGE ROAD, SS4 2AR  
ON THURSDAY 9<sup>th</sup> MARCH 2023  
(Commencing at 7.30 pm)**

**Chairman's opening remarks:**

**1. To Record the Members and Public Present:**

Present:

**2. Apologies and reasons for absence:**

i As received by the Clerk only in person via: email, letter and telephone.

ii Acceptance of the reasons for absence:

**3. Declarations of Interests:**

i To receive all declarations of interests:

ii The Chairman reminds Councillors to declare any further interests now and as they became evident to them, during the progress of the meeting.

**4. Public Forum: ( 5 min per person only )**

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

**5. To receive the Minutes of the Stambridge Parish Council of 9<sup>th</sup> February 2023.**

To receive:

**6. Matters Arising from the Minutes: (not on the Agenda)**

Item:

**7. Progress Reports on all agreed Councillors/Clerk Actions:**

i The Webpage Newsletter:

The Chairman's report:

ii The Community Safety Fund (Match Funding):

The Clerk's report:

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

The Clerk's report:

- iv SCCMC:  
Councillor reports:
- v King George III's Coronation on 6<sup>th</sup> May 2023:  
To discuss:

- vi The Bank Mandate:  
The Clerk's report:
- vii The PC street lighting  
The Clerk's report:

## **8. Finance:**

- I To receive the SPC Financial Statements (as circulated on 9<sup>th</sup> March 23).
- ii To receive the Metro Bank Financial Statements (as circulated on 9<sup>th</sup> March 23).
- iii The Metro balances to be checked/agreed against SPC Bank Statements by Cllrs: ....., and .....
- iv To receive the Clerk's logs (no.70) working hours for February 2023 (as circulated on 9<sup>th</sup> March 23).
- v To receive the Clerk's report re: the Internal Audit 2022-23.
- vi To agree a payment (awaiting Mandated signatures) February 2023 to B Summerfield/HMRC @ £165-00.
- vii To agree a payment (awaiting Mandated signatures) February 2023 to Printerinks re: Ink cartridge @ £18-95
- viii To agree a payment (awaiting Mandated signatures) February 2023 to B Summerfield/ Bags&Covers Direct Ltd re: Frost Cover @ £47-55
- ix To agree a payment (awaiting Mandated signatures) February 2023 to B Summerfield/PKF-Littlejohn Audit Commission @ £240-00.
- x To record a Receipt February 23 from Websites4 to B Summerfield's payment re: Annual website fee @ £120-00.
- xi To record the St/Ord March 23 to B Summerfield (Salary) @ £ 699-78.
- xii To record the D/D February 23 to NPOWER @ £ 166-76.
- xiii To record the D/D February 23 to B.T. re: Office @ £ 70-62.
- xiv To record the D/D March 23 to Anglian Water (Allotments) @ £ 32-00.
- xv To resolve: all above actions, recommended and agreed payments, other actions, financial statements, transfers, grants, quotations and countersigned cheques, etc,  
Proposed by Councillors ....., seconded by ..... and agreed by all.

## **9. Planning Consultations:**

- i Application no 22/00...../FUL

## **10. Correspondence:**

- i To receive an e/letter January 2023 from Cllr Mrs L Shaw re: ASELA Fibre Broadband and info re: the Stambridge Road closures for Fibre Broadband work.
- ii Received/record e/Letters, RDC/EALC/Gov. Circulars, Publications and Bundles: etc, etc: as placed on the table.

## **11. Training:**

Councillor Mrs L Kavanagh report:

## **12. Allotments Admin:**

The Clerk's report:

**13. Streetlighting:**

- i The Clerk's survey report:
- ii Councillor reports:

**14. Highways, Pavements and Public Rights of Way:**

- i Councillors reports:

**15. Website: ([www.stambridgepc.org.uk](http://www.stambridgepc.org.uk))**

The website to be further updated with the information from this meeting.  
The Clerk's report: Hare Coursing awareness.

**16. The Stambridge Parish Council Elections on 4<sup>th</sup> May 2023.**

The Clerk's report: All councillors are up for election - Election nomination papers.

**17. Items from Councillors: for next Agenda and exchange of information only.**

Item:

**18. To agree the date of the next Stambridge Parish Council Meeting.**

To agree: **THURSDAY 13<sup>th</sup> APRIL 2023.** AT THE STAMBRIDGE PAVILION At 7.30pm.

**19. 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 Minutes and TOR updates.

**4<sup>th</sup> MARCH 2023.**

**Barry Summerfield, Stambridge Parish Council Clerk/RFO.**