**MINUTES**

 of the

  **STAMBRIDGE PARISH COUNCIL**

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

 **ON THURSDAY 9th MARCH 2023.**

**179** 22-23 **To Record the Members Present:** 7.30 pm**.**

 Chairman: Councillor Mr P Shaw.

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

 Ward Councillor Mr S Wootton.

 Ward and Essex Councillor’s sent their apologies.

 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.

**180** 22-23 **Chairman's opening remarks:**

 The Chairman welcomed all persons attending the Meeting.

**181** 22-23 **Apologies and reasons for absence:**

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

 Councillor: Mrs L Kavanagh

 Ward Councillors: Mr I Foster and Mrs L Shaw.

**182** 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.

**183** 22-23 **Public Forum:** ( 5 min per person only )

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

i Ward Councillor Mr S Wootton reported: The RDC publication ‘Rochford Matters’ has been delivered to all

 residents – a copy was available – Congratulated the SPC for the best bid for the Community Safety Fund –

 The RDC will be promoting a new £120,000 Community Safety Fund in April 23 – Recorded that ECC Councillor,

 Mrs L Shaw is doing a excellent job on Essex Highways and Streetlighting - £1,000 is available to claim from the

 RDC for King Charles III Coronation events.

ii Councillor Mr P Shaw reported : Essex Councillor Mrs L Shaw met with the UK Powernetworks CEO, together

 with MP. Mark Francois at Parliament and revealed that 289 Essex streetlights are not working.

**184** 22-23 **To receive the Minutes of the Stambridge Parish Council of 9th February 2023.**

 The Minutes were Resolved agreed.

 Proposed by Councillors: Ms E Lingley, seconded by Mrs C Lingley and agreed by all.

 The Chairman signed the Minutes as a true record.

**185** 22-23 **Matters Arising from the Minutes:**  (not on the Agenda)

 Item: None.

**186** 22-23 **Progress Reports on all agreed Councillors/Clerk Actions:**

i The Webpage Newsletter:

 The Chairman reported: the accidentally deleted webpage newsletter to be available at the next meeting.

ii The Community Safety Fund (Match Funding):

 i The Clerk stated that the application for the 50% Match Funding is reported to have been granted for

 the presented total of £4,290-00 inc Vat, in the sum of £ 2,145-00.

 ii The Council agreed that the Clerk will order the two work schedules for CCTV and floodlighting for

 the Pavilion, upon receipt of the Match Funding.

 iii The Clerk to seek information on the Pavilion LED floodlighting.

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

 The Clerk reported the Little Hall Farms Ltd, ‘To be Actioned’, reply.

iv SCCMC:

 i Councillors expressed their appreciation of the work of the Assistant Clerk, Mrs S Sladden, who

 has worked extremely hard in creating the smooth running of the Memorial Hall and grounds.

 Especially in getting excellent results for the SCCMC, by arranging recent research/repairs to the

 drainage system tanks, Boiler repairs, the Container sale, all of the Pavilion upgrade works, etc,

 etc and obtaining the successful grant for the children’s Play area installation, all for the benefit

 of the SCCMC and the Stambridge Parish Community.

 ii By agreement the positions of the Administrators, SCCMC from the beginning of April 2023 are:

 i Mrs S Sladden, Trust Clerk, SCCMC.

 ii Mrs S Faulkner Committee Advisor. SCCMC.

 iii The Caretaker and Assistant Caretaker to be on new contracts.

v King Charles III’s Coronation on 6th May 2023:

 i Councillor Mrs J Gooding kindly volunteered to organise a potential ‘Charles III’ Coronation event.

 ii Agreed to hold a combined SCCMC/SPC celebration Coronation event on the 1st or 2nd July 23, to

 avoid doubling up on other local celebrations.

 iii The Clerk upon confirmation of the agreed date and details of the combined event, to seek the

 ‘King Charles III’ Coronation grant funding, from the RDC.

vi The Bank Mandate:

 The Clerk reported that after considerable time/effort by Councillors, the Bank Mandate is now operational.

**187** 22-23 **Finance:**

I The SPC Financial Statements (as circulated on 9th March 23) were recorded.

ii The Metro Bank Financial Statements (as circulated on 9th March 23) were recorded.

iii The Metro balances were checked/agreed against SPC Bank Statements by Cllrs: Mr P Bowen, and Mr P Shaw.

Iv The Clerk’s logs (no.70) working hours for February 2023 (as circulated on 9th March 23) was recorded.

v The Clerk reported that the Internal Audit 2022-23 is underway and recorded.

vi The payment (with Mandated signatures) February 2023 to cover B Summerfield/HMRC @ £165-00 was recorded.

vii The payment (with Mandated signatures) February 2023 to cover B Summerfield/Printerinks @ £18-95 was recorded.

viii The payment (with Mandated signatures) February 2023 to cover B Summerfield/Bags&Covers @ £47-55 was recorded.

ix The payment (with Mandated signatures) February 2023 to cover B Summerfield/PKF @ £240-00 was recorded.

xi The payment (with Mandated signatures) February 2023 to cover B Summerfield/Websites4 @ £120-00 was recorded.

xii i A Quotation for Bus Shelter/Notice Boards and Village Green Flower beds green maintenance for one year

 in the sums of £1,800-00 and £2,160-00 respectively, were received/recorded.

 ii Agreed: Clerk to seek competitive quotations.

 iii Agreed all quotations to be forwarded to the next Financial Committee Meeting in April 2023.

xiii The St/Ord March 23 to B Summerfield (Salary) @ £ 699-78 was recorded.

xiv The D/D February 23 to NPOWER @ £ 166-76 was recorded.

xv The D/D February 23 to B.T. re: Office @ £ 70-62 was recorded..

xvi The D/D March 23 to Anglian Water (Allotments) @ £ 32-00 was recorded.

xvii Councillors resolved that the Streetlighting contractor, (In the event of a reported fault), has the Stambridge

 Parish Council’s consent to replace all non-functioning/unrepairable sodium streetlighting, with LED heads.

xviii 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.

**188** 22-23 **Planning Consultations:**

i Application no 22/00……………./FUL NONE.

**189** 22-23 **Correspondence:**

i 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 were recorded.

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

**190** 22-23 **Training:**

 Councillor Mrs L Kavanagh report; absent/apologised.

**191** 22-23 **Allotments Admin**:

i The Clerk reported: Three persons are on the waiting list.

ii Councillors reported the theft of a pink wheelbarrow from their allotment.

**192** 22-23 **Streetlighting:**

 i The Clerk’s survey reported: P2 Apton Hall Road and P19 Stambridge Road are U/S.

 ii Councillors agreed to replace all non-functioning/unrepairable sodium lights, with LED heads.

**193** 22-23 **Highways, Pavements and Public Rights of Way:**

 i None.

**194** 22-23 **Website:** (**www.stambridgepc.org.uk**)

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

 The Clerk’s report: Hare Coursing awareness has been published on the website and Facebook.

**195** 22-23 **The Stambridge Parish Council Elections on 4th May 2023.**

 All councillors are up for election and election nomination papers will be delivered by the Clerk

 on 21th March 2023.

**196** 22-23 **Items from Councillors: for next Agenda and exchange of information only.**

 Item: SCCMC/SPC combined King Charles III Summer Fete on 1st or 2nd July 2023.

**197** 22-23 **To agree the date of the next Stambridge Parish Council Meeting.**

  **Agreed: THURSDAY 13th APRIL 2023.** AT THE STAMBRIDGE PAVILION At 7.30pm.

 **There being no further business the Chairman closed the meeting at 8.28 pm.**

**198** 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 Minutes and TOR updates were received.

**5th April 2023. Barry Summerfield, Stambridge Parish Council Clerk/RFO.**