**MINUTES**

 of the

  **STAMBRIDGE PARISH COUNCIL**

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

 **ON THURSDAY 18th JANUARY 2024.**

**126 23-24 To Record the Members Present:** 7.00 pm**.**

 Chairman: Councillor Mr P Shaw.

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

 Ward Councillors: Mr S Wootton and Mr I Foster

 Members of the public: Mr E Button.

 The Parish Clerk/RFO: Mr B Summerfield.

 The meeting was advertised on the local notice boards and on the Stambridge PC website pages.

**127 23-24 Chairman's opening remarks:**

 The Chairman welcomed all persons attending the Meeting and emphasised the positions of the emergency exits.

**128 23-24 Apologies and reasons for absence:**

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

 Councillor: - Mrs L Kavanagh

 Ward and Essex Councillor Mrs L Shaw.

**129 23-24 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.

**130 23-24 Stambridge P.C. Casual Vacancies**

iAn applications from Mr E Button was received for the vacancy on the Parish Council.

ii All councillors agreed the application.

**131 23-24 Co-option of applicants for the role of Parish Councillor.**

iMr E Button signed his Statutory Declaration of Acceptance of Office.

ii Councillor Mr E Button signed his Declarations of Interests Forms (28 days).

iii The Clerk received Councillor Mr E Button’s written requests for dispensations re: Financial matters as a local

 council tax payers inc: the Precept and as members of the SCCMC.

**132 23-24 Public Forum:** ( 5 min per person only )

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

 Ward Councillors Mr Ian Foster and Mr Simon Wootton reported: A Budget Meeting is coming up – A Rochford

 District Council meeting soon – Ward/Essex Councillor Mrs L Shaw was praised for her work on the Essex County

 Council Streetlighting (LED) upgrade – Potholes are being repaired in spite of the Winter – A Rochford Parish Council

 Public meeting raised public anger at the closure of the Rochford Freight House.

**133 23-24 The Inquorate Stambridge Parish Council Meeting of 7th December 2023 and**

 **the 11th January 2024.**

 Noted.

**134 23-24 The Minutes of the Stambridge Parish Council of 9th November 2023.**

 The Minutes were Resolved agreed.

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

 The Chairman signed the Minutes as a true record.

**135 23-24 Matters arising from the Minutes**: (not on the Agenda

None:

**136 23-24 Progress Reports on all agreed Councillors/Clerk Actions:**

i **The Community Safety Fund (Match Funding – Memorial Hall CCTV upgrade):**

 The Clerk reported that his communication above, has not generated a reply from Brentwood Councillors.

ii **The potential five year lease agreement contract with Little Hall Farms Ltd:**

 i The Nairnsey Fisher & Lewis report copies were read by all councillors.

 ii Councillors resolved the contents.

 iii Clerk to forward the Stambridge Parish Council agreement as received.

iii **SCCMC:**

 The received documentation is moved to P&C item 22.

iv **Enhancing contact with the Stambridge Community**

 i A proposed shop/PO has been rejected by the SCCMC.

 ii The clerk asked for idea’s from Councillors re: the above.

v **ASELA Broadband confirmation.**

The Clerk reported that he was advised verbally by BT that the BT contract was closed on 29/09/2023.

 The ASELA contract: With a reported first year free, to be set up by ASELA.

**137 23-24 Finance: PRECEPT (2024-2025):**

i A January 2023 letter from the RDC re: the Council Tax Base/Parish Precepts was recorded.

iiThe Clerk’s advice and spredsheet calculations for 2024-25 were discussed in depth and at length.

iii Resolved the Precept demand on the Rochford District Council for 2024-2025 is £32,000-00.

 Proposed by Councillors: Mr P Shaw, seconded by Mr P Bowen and agreed by all.

**138 23-24 Finance:**

i The SPC Financial and Metro Bank Statements ending 18th January 2024 were recorded.

ii The Metro Bank/SPC statements were agreed by Councillors: Mr P Bowen and Mr E Button.

iiiiThe EALC Announcement re: \*NEW\* NALC Pay Scales 2023-24 was recorded.

 ii A letter to the Metro Bank requesting an increase of the Clerk’s monthly nett salary to £725-44, as

from 8th February 2024 was recorded.

iv The December HMRC PAYE RTI payment @ £82-80 was ratified.

v The December 23 payment to Little Hall Farms Ltd re: January 24 Allotment Rent @ £2.900-00 was ratified.

vi The Invoice November 2023 from B Summerfield/Does re: a new allotment padlock @ £28-49 was ratified.

vii A payment January 24 to HMRC re: PAYE-RTI January 2024 @ £82-80 was recorded.

viii A payment January 24 to SLCC re: Membership 2024-25 @ £229-00 was recorded.

ix A payment January 24 to BT Office Mobile 2023-24 ( 1 x £15-31/ 7 x £18-00 ) @ £141-31 was recorded.

x A payment January 24 to B Summerfield/IJTDirect re: Copy Paper x 3 Reams @ £77-34 was recorded.

xi A payment January 24 to B Summerfield/One.com re: Website domain @ £64-50 was recorded.

xii A payment January 24 to W&H (ROMAC) Ltd re: P1/P18 @ £152-46 was recorded.

xiii The February 2024 payment re: the Clerk’s 10 months back pay from April 2023 @ £476-60 was agreed/recorded.

xiv The received payment November 23 from HMRC VAT126 (SCCMC) claim @ £346-35 was recorded.

xv The payment November 23 to The Stambridge Community Centre re: VAT126 @ £346-35 was recorded.

 ii Future SCCMC VAT126 claims to be carried out by the Stambridge PC was recorded.

xvi The payment November 23 to HMRC re: PAYE-RTI @ £82-80 was recorded.

xvii The payment November 23 to Basic Essex’ Charity @ £50-00 was recorded.

xviii The payment November 23 to Essex Air Ambulance Service @ £50-00 was recorded.

xix The payment November 23 to B Summerfield/Post Office re: 70 x 2nd Class Stamps @ £52-50 was recorded.

xx The payment November 23 to Cllr: Mr P Shaw re: 2 x Remembrance Wreaths @ £50-00 was recorded.

xxi The payment December 23 to Metro Bank re: transaction charges @ £0-90 was recorded.

xxii The D/D November/December 24 to NPOWER @ £312-50 / £361-66 was recorded.

xxiii The D/D November 23/December 24 to B.T. re: Office @ £83-66 was recorded.

xxiv The D/D November/December/ 23 to Anglian Water (Allotments) @ £42-00/£42-00/£42-00. was recorded.

xxv The Standing Order December 23/January 24 to B Summerfield (Salary) @ £687-38/£687-38 was recorded.

xxvi Resolved: all above actions, recommended and agreed payments, other actions, financial statements, transfers,

 grants, quotations and countersigned cheques, etc,

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

**139 23-24 Planning Consultations:**

 Application no 23/01023/FUL The Bungalow, Stambridge Road, Stambridge, Essex.

 (Side Extension with Extended Rear Dormer and Pitched Roofed Front Dormers).

* Stambridge Parish Council has no objection.

**140 23-24 Correspondence:**

i A thank you e/letter December2023 from Essex Air Ambulance re: donation @ £50-00 was recorded.

ii An e/letter November 23 from Basic Essex re: donation thanks @ £50-00 was recorded.

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

**141 23-24 Training:**

 EALC training information as circulated.

**142 23-24 Allotments Admin**:

i The Clerk reported that a plot holders request for an extra shed is noted by the SPC Insurance Company and is

 subject to the plot holders’ own insurance.

ii The Clerk to contact the plot holder to seek further detail re: their request.

**143 23-24 Streetlighting:**

i The Survey revealed P1 Stewards Elm Farm Lane/P18 Junction of Stambridge Road and Apton Hall Road, as US.

ii The Contractor has carried out the repairs.

iii Following a resident complaint:

 Contractors are to reduce the power of the light and point it away from the house opposite.

**144 23-24 Highways, Pavements and Public Rights of Way:**

 Councillor’s complaints:

 i Continued fly tipping all along the Stambridge Road from the School to Ballards Gore.

 ii An ECC repaired road surface and a new water leak, opposite the Stambridge Lakes.

 iii The Old House ditch water and Parking to be investigated.

**145 23-24 Website:** (**www.stambridgepc.org.uk**)

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

**146 23-24 Items from Councillors: Items: for next Agenda and exchange of information only.**

 Items: Planning issue re: Reported five containers on a site.

**147 23-24 The date of the next Stambridge Parish Council Meeting:**

 **Agreed: THURSDAY 8th FEBRUARY 2024**.

**148 23-24 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.

 **A Private meeting of the Sole Trustee Committee**

**There being no further business the Chairman closed the meeting at 9.05 pm.**

**2nd February 2024. Barry Summerfield, Stambridge Parish Council Clerk/RFO.**