



**STAMBRIDGE PARISH COUNCIL**

**www.stambridgepc.org.uk**

**CHAIRMAN:**

**CLERK/RFO:**

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**AGENDA**

**YOU ARE HEREBY SUMMONED TO THE STAMBRIDGE PARISH COUNCIL MEETING**

**AT THE STAMBRIDGE MEMORIAL HALL, RANKIN PAVILION, STAMBRIDGE ROAD, SS4 2AR**

**ON THURSDAY 7th MARCH 2024 at 7.30 pm.**

Chairman's opening remarks.

**1. To record the Members Present:**

i Councillors:

ii Members of the Public:

**2. Apologies for absence:**

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

ii To discuss PPC acceptance of reasons for absence.

**3. Declarations of Interests**

i **To receive all declarations of interests including** dispensations under the relevant provision s.33 of the

Localism Act 2011.

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. Stambridge P.C. Casual Vacancies:**

iTo receive applications for the two casual vacancies.

ii To receive personal statements from applicants.

**5. Co-option of applicants for the role of Parish Councillor.**

iCo-opted Members of the public to sign their Statutory Declaration of Acceptance of Office.

ii To receive their Declarations of Interests Forms (28 days).

iii The Clerk to receive Councillors written requests for dispensations re: Financial matters as local council tax

payers inc: the Precept and as members of the SCCMC

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

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

**7. The Minutes of the Stambridge Parish Council of 15th February 2024.**

To receive and agree:

**8. Matters arising from the Minutes**: (not on the Agenda)

To receive:

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

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

The Clerk’s report re: the Chairman and Ward Councillor Mr S Wootton’s emails of enquiry.

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

iThe Chairman’s signed Lease (above}:

ii The Chairman’s declaration document signed by an independent solicitor.

iii The Clerk’s delivery of both documents to our solicitors.

iii **SCCMC:**

Items: The carpark Sinkhole.

iv **Enhancing contact with the Stambridge Community**

Councillors agreed to seek a resident volunteer, willing to put together a newsletter.

**10. Finance:**

I To receive the SPC Financial and Metro Bank Statements ending 7th March 2024.

ii To receive the Metro Bank/SPC statements to be agreed by Councillors: ……………………. and …………………….

iii To receive an NSI Investment Account Annual statement @ £35-50.

iv To agree a payment to: HMRC re: PAYE-RTI @ £ 92-60.

v To agree a payment to: B Summerfield/Websites4 re: Annual subscription @ £120-00.

vi To record the payment February 2024 to B Summerfield re: 10 months back pay from April 2023 @ £476-60.

vii To record the payment February 2024 to HMRC PAYE-RTI @ £187-60 (new salary rate + backpay).

viii To record the payment February 2024 to BT re: Office mobile @ £ 36-00.

ix To record the payment February 2024 to Stambridge Community Centre re: (SPC/SCCMC) VAT126 @ £755-47.

x To record the Standing Order February 24 to B Summerfield (Salary) @ £725-44.

xi To record the D/D February 24 to NPOWER Streetlighting energy @ £405-13.

xii To record the D/D February 24 to B.T. re: Office @ £83-66.

xiii To record the D/D February 24 to Anglian Water (Allotments) @ £42-00.

xiv To resolve: all above actions, recommended and agreed payments, other actions, financial statements,

transfers, grants, quotations and countersigned cheques, etc,

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

**11. Planning Consultations:**

i Planning Appeal: 23/00364/FUL Woodfield Bungalow, Apton Hall Lane, Stambridge, Essex. SS4 3RG.

(Sever the Land and Erect 7 x Dwellings with Associated Access and Car Parking, Involving Demolition

of all Existing Buildings).

ii Clerk’s report re: a new Appeal letter containing the Stambridge PC objections.

**12. Correspondence:**

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

**13. Training:**

EALC training information as circulated.

**14. Allotments Admin**:

The Clerk’s report re: Plot holders Tenancy agreements updates:

**15. Streetlighting:**

i The Clerk’s report:

ii Councillor reports:

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

Councillor’s reports:

**17. Website:** (**www.stambridgepc.org.uk**)

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

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

Items:

**19. The date of the next Stambridge Parish Council Meeting:**

**To agree: THURSDAY 11th APRIL 2024.**

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