**MINUTES**

of the

**STAMBRIDGE PARISH COUNCIL**

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

**ON THURSDAY 15th FEBRUARY 2024.**

**149 23-24 To Record the Members Present:** 7.55 pm**.**

Chairman: Councillor Mr P Shaw.

Councillors:, Mrs C Lingley and Mr E Button.

Ward 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 and on the Stambridge PC website pages.

**150 23-24 Chairman's opening remarks:**

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

**151 23-24 Apologies and reasons for absence:**

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

Councillor: - Ms E Lingley.

Ward Councillors: Mr S Wootton and Mr I Foster.

ii Received a letter of resignation from Councillor Mrs L Kavanagh.

**152 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.

**153 23-24 Stambridge P.C. Casual Vacancies**

No applications were received for the vacancies on the Parish Council.

**154 23-24 Co-option of applicants for the role of Parish Councillor.**

iAn applicant to sign their Statutory Declaration of Acceptance of Office.

ii The Councillor to sign their Declarations of Interests Forms (28 days).

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

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

**155 23-24 Public Forum:** ( 5 min per person only )

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

None.

**156 23-24 The Inquorate Stambridge Parish Council Meeting of the 8th February 2024.**

Noted.

**157 23-24 The Minutes of the Stambridge Parish Council of 18th January 2024.**

The Minutes were Resolved agreed.

Proposed by Councillors: Mrs C Lingley, seconded by Mr P Shaw and agreed by all.

The Chairman signed the Minutes as a true record.

**158 23-24 Matters arising from the Minutes**: (not on the Agenda)

To receive: None.

**159 23-24 Progress Reports on all agreed Councillors/Clerk Actions:**

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

The Clerk reported further requested updates with no responses.

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

iThe Chairman signed the received Lease, witnessed by Councillor Mr E Button.

ii The Chairman to have the declaration document signed by an independent solicitor and returned to the

Clerk for delivery of both documents to our solicitors.

iii **SCCMC:**

The item is moved to P&C item 20.

iv **Enhancing contact with the Stambridge Community**

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

v **ASELA Broadband confirmation.**

Awaiting ASELA updates.

**160 23-24 Finance:**

i The SPC Financial and Metro Bank Statements ending 15th February 2024 were recorded.

ii The Metro Bank/SPC statements was agreed by Councillors: Mrs C Lingley and Mr E Button.

iii The Precept demand on the Rochford District Council for 2024-2025 @ £32,000-00 was recorded.

iv Agreed a payment to B Summerfield re: the Clerk’s 10 months back pay from April 2023 @ £476-60 was recorded.

v Agreed a payment to: HMRC PAYE-RTI @ £187-60 (new salary rate + backpay) was recorded.

vi Agreed a payment to BT re: Office mobile @ £ 36-00 was recorded.

vii Agreed a payment to the Community Centre re: (SPC collected for the SCCMC) VAT126 @ £755-47 was recorded.

viii The payment December 2023 HMRC PAYE RTI payment @ £82-80 was recorded.

ix The payment December 2023 to Little Hall Farms Ltd re: January 24 Allotment Rent @ £2.900-00 was recorded.

x The payment December 2023 to B Summerfield/Does re: a new allotment padlock @ £28-49 was recorded.

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

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

xiii The payment January 24 to BT Office Mobile 2023-24 @ £141-31 was recorded.

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

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

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

xvii The D/D January 24 to NPOWER Streetlighting energy @ £376-05 was recorded.

xviii The D/D January to B.T. re: Office @ £83-66 was recorded.

xix The D/D January to Anglian Water (Allotments) @ £42-00 was recorded.

xx The Standing Order January/February 24 to B Summerfield (Salary) @ 687-38/ £725-44 was recorded.

xxi Resolved: 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.

**161 23-24 Planning Consultations:**

i Application no 24/00041/FUL The Old House, Ballards Gore, Essex. SS4 2DA

(Demolish Existing Stable Block and Construct Garden Room).

Stambridge Parish Council has no objection.

ii Application no 23/00411/LBC, The Old House, Ballards Gore, Essex. SS4 2DA

(Listed Building Consent for Landscaping Works to the Rear that Includes a New Patio and Pathways and

Retaining Walls Due to Change in Garden Levels, and Installation of Waste Water Treatment Plant).

Noted

iii 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).

Noted. Clerk to write to the Appeal containing the previous Stambridge PC objections.

iv Application no. 24/00107/FUL 23, Cagefield Road, Stambridge , Rochford, Essex. SS4 2BE.

(Single Storey Rear Extension)

Stambridge Parish Council has no objection.

**162 23-24 Correspondence:**

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

**163 23-24 Training:**

EALC training information as circulated.

**164 23-24 Allotments Admin**:

The Clerk reported the updated admin details.

**165 23-24 Streetlighting:**

The Clerk reported the P! streetlighting LED problems in Stewarts Elm Farm Road.

**166 23-24 Highways, Pavements and Public Rights of Way:**

Councillor’s reports: None

**167 23-24 Website:** (**www.stambridgepc.org.uk**)

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

**168 23-24 Items from Councillors: Items: for next Agenda and exchange of information only.**

Items: None.

**169 23-24 The date of the next Stambridge Parish Council Meeting:**

**Agreed: THURSDAY 7th MARCH 2024.**

**170 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 9.15pm.**

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