

# SUTTON PARISH COUNCIL

www.suttonwithshoplandparishcouncil.com

## CHAIRMAN:

Councillor Mr C. J. Tabor.  
Sutton Hall,  
Sutton,  
Rochford,  
Essex.  
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Tel: 01702 545730

## CLERK:

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Sutton Hall Cottage, Sutton Road,  
Rochford,  
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## AGENDA

YOU ARE HEREBY SUMMONED TO A MEETING

OF THE SUTTON PARISH COUNCIL

TO BE HELD AT THE SUTTON HALL FARM OFFICE,

Tuesday 2<sup>nd</sup> OCTOBER 2007

(commencing at 7.30 pm)

1. Chairman's opening remarks.
2. Apologies for absence.
3. To Receive Declarations of Interest.
4. Chairman's Adjournment: *(For the exchange of information only).*  
Visiting Councillors and Members of the Public.
5. To Receive the Minutes of the Meeting of 3<sup>rd</sup> July 2007.
6. To Receive the Minutes of the Meeting of 23<sup>rd</sup> August 2007.
7. To Receive the Minutes of the Meeting of 22<sup>nd</sup> September 2007.
8. Football Stadium at Fossetts and Training Grounds/Carpark in Sutton.  
Public Local Enquiry, sitting on 25<sup>th</sup> September 2007 reports:
9. Annual Audit:  
The Clerk's report:
10. Clerk's reports of Matters Arising from the Minutes: *Not arising from the Agenda.*
11. Correspondence. *Copies of all correspondence are available on file*
  - i To receive a letter dated 17<sup>th</sup> July 2007 from RDC re: Emergency Flood Bags.
  - ii To receive a letter dated 2007 re: statement of condition of Notice Boards in the Parish from Councillor Mr N Andrews. ( Risk Assessment).
  - iii To record a letter dated 24<sup>th</sup> September 2007 to Lubbock Fine re: Audit Return 31<sup>st</sup> March 2007.

- iv To record a letter and email of 24<sup>th</sup> August 2007 to the Planning Inspectorate re: Changes to Application 06/00943/FUL Land north of Smithers Chase Sutton Road Rochford.
- v To record a letter dated 27<sup>th</sup> August 2007 to RDC re: Temporary address for Planning Consultations.
- vi To record a letter dated 3<sup>rd</sup> July 2007 to Barclays Bank re: Changes to a Standing Order vis Clerk.
- vii To receive a publication dated 30<sup>th</sup> August 2007 from ECC re: Statement of Community Involvement Submission Draft Document Planning and Compulsory Purchase Act 2004.
- viii To receive a publication dated 30<sup>th</sup> August 2007 from ECC re: Planning for Parish Councils.
- ix To receive a publication dated 27<sup>th</sup> June 2007 from RDC re: Statement of Licensing Policy.
- x To receive a publication dated 25<sup>th</sup> July 2007 from RDC re: Minutes of the East Area Committee Meeting.
- xi To receive a publication dated 20<sup>th</sup> July 2007 from ECC re: temporary Prohibition of Traffic on Shopland Road.
- xii To receive a publication undated 2007 from RDC re: Flood Preparation and Response Advice.
- xiii To receive a publication undated 2007 from RDC re: Consultation on Shopland Churchyard.
- xiv **Publications and General Information:** EALC County Update and Bundles, Walking in Rochford, South Essex Area Forum, The Playing Field, Making the Links, Fieldwork, Bus Passenger News, Essex Oyster, etc,
- xv **Publications August/September /October 2007 from RDC re: Meetings open to the Public.**

## 12. **Finance.**

- i To receive a Financial Statement for the period ending September.
- ii To receive an Invoice dated 19<sup>th</sup> July 2007 from RDC re: Advert of Adoption of Revised Code of Conduct (£ 27-19).
- iii To receive an Invoice undated August 2007 from CPRE re: Subscription 07/08 (re-issue) (£ 27-00).
- iv To receive an Invoice undated 2007 from RHALC re: subscription 07/08 (£ 2-65).  
To receive an Invoice 562889 of 1<sup>st</sup> August 2007 from Mr Pitts re: Grass maintenance (£ 110-00).
- v To receive an Invoice 562892 of 1<sup>st</sup> September 2007 from Mr Pitts re: Grass maintenance (£ 55-00).
- vi To receive an Invoice 562894 25<sup>th</sup> September 2007 from Mr Pitts re: Grass maintenance (£ 55-00).
- vii To receive an Invoice 2231 dated 7<sup>th</sup> September 2007 from Aerial re: Streetlights (£ 221-90).
- viii To receive an Invoice 101/123 18<sup>th</sup> September 2007 from Mrs J Hindley re: Internal Audit (£ 75-00).
- ix To receive an Invoice 25<sup>th</sup> September 2007 from Post Office (B Summerfield) re: Stamps (£ 68-48).
- x To receive an Invoice dated September 2007 from the Clerk re: 1 month payment of Salary (£ 33-60).
- xi To receive an email 26<sup>th</sup> September 2007 from Lubbock Fine re: Audit Return.
- xii Councillors to discuss and agree all payments.

## 13. **Planning:**

- i Application no 07/00802/FUL Mrs Tracey Latham-Green, 2, Fleet Hall Cottages, Sutton Road (Construct New Vehicular Access).

- ii Councillor reports:

## 14. **Streetlighting.**

Clerk's report: P1/P4/Sign Light/P14/orange/P12

Councillor reports:

15. **Highways.**

- i P3 footpaths info from Councillor Mr A Dobson.
- ii Highways managers local visit.

16. **Next Agenda Items from Councillors.**

*For exchange of information only.*

17. **Date, Time and Place of the Next Parish Meeting.**

To agree:

**Wednesday 5<sup>th</sup> DECEMBER 2007.**

**AT THE SUTTON HALL FARM OFFICE ( COMMENCING AT 7.30 PM. )**

27<sup>th</sup> September 2007

**Mr B. Summerfield. Parish Clerk.**