**SUTTON PARISH COUNCIL**

 www.suttonwithshoplandparishcouncil.com

CLERK:

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**CHAIRMAN:**

Councillor Mr C Tabor,

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 **AGENDA**

 **YOU ARE HEREBY SUMMONED TO A MEETING OF THE SUTTON PARISH COUNCIL**

 **TO BE HELD AT BEAUCHAMPS, SHOPLAND ROAD, SUTTON**

 **ON SATURDAY, 9th FEBRUARY 2019.**

 **(COMMENCING AT 9 a.m.)**

Chairman's opening remarks.

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

i Councillors

ii Members of the Public

**2. Apologies for absence:**

 **To be received by the Clerk in Person via: email, letter or telephone**

**3. To Receive Declarations of Interest.**

i To receive all declaration of interests;

ii The Chairman reminds Councillors to declare any further interests now and/or as they become evident to them,

**4. The Public Forum: ( 5 minutes per person ) (Specifically for Councillors statements, Guest Speakers, visiting Ward/County Councillors and questions from members of the public).**

 To receive:

**5. To Receive the Minutes of the Parish Council Meeting of 8th December 2018.**

 To agree:

**6. Matters Arising from the Minutes: (Not on the Agenda)**

i (Minute 101/i) RDC proposed ‘Discover 20/20’ events:

To discuss: ‘Discover 20/20’ Minutes as circulated:

 ii (Minute 108/i) Remembrance Sunday Councillor Mr R Gaylor re: a louder portable CD/Tape player.

**7. Planning:**

i New Local Plan Evidence Base, South East Essex Strategic Growth Area Locations Assessment 2019.

 (Reference Section D Table 6: sector D – North of Fossets Farm, Garon Park and Bournes Green Chase).

 To discuss:

ii Councillor Mr R Gaylor report re: alleged actions outside GDPR by Planning, Southend Borough Council.

**8. The Parish Plan Steering Group (Set up in 2011).**

 Councillor Mr R Gaylor (Chairman of the Sutton with Shopland Parish Plan) report:

**9. Correspondence*.***

i To receive an e/letter January 2018 from RDC re: Operation London Bridge.

ii To receive an e/letter January 2018 from SLCC re: proposed devolution of certain Essex highways services.

iii Letters/emails, Publications and Bundles: Making the Links, Fieldwork, Bus timetables, Essex Area Forum, etc.

**10. Finance**

i i To receive the Sutton PC Financial Statements ending December 2018.

 ii The above balances to be checked against the Bank Statements by Councillors: ………….., and ……………………….

ii To record the PRECEPT demand on Rochford District Council for 2019-2020 is £7,844-00.

iii To receive the Clerk’s request to take part in the EALC, Essex Equals 28 CiLCA course, starting in 27th February 2019.

The final shared costs for Paglesham/Sutton Parish Councils at the end of the course = £150 – approx total.

Claimed bursaries and grants, etc having been deducted.

iv To receive an Invoice January 2019 from Mr Pitts re: 28337 December Green maintenance @ £110-00.

v To receive an Invoice January 2019 from (Romac) re: 133963 Pole bracket damage replacement @ £246-87.

vi To record the payment December 2018 to HMRC-RTI re: 3rd quarterly PAYE 2018-2019 @ £159-80.

vii To record the payment December 2018 to Mr Pitts re: 28331 Green management @ £110-00.

viii To record the payment December 2018 to Mr Pitts re: 28334 Green management @ £110-00.

ix To record the payment December 2018 to W&H (Romac) Ltd re: Led installations x 8 @ £3,416-64.

x To record the payment December 2018 to B Summerfield re: Stamps/copy paper (£101-76 Shared Paglesham) @ £50-88.

xi The D/D December/January 2018/9 from 1&1 website @ £ ?

xii The monthly Standing Order salary payment to the Clerk @ £215-40 nett.

xiii To resolve all payments, financial statements, receipts, transfers and countersigned cheques above.

 Proposed by Councillors: ………………, seconded by …………………………….. and agreed by all.

11. Streetlighting:

i The Clerk’s report: Destroyed/replaced telegraph pole and unconnected P12, outside Temple View, Shopland Road.

ii Councillor reports:

**12. Highways:**

i The Clerk’s report:

Ii Councillors reports:

Ii 13. Website:

 The website will be further brought up to date with the inclusion of the information from this meeting.

14. Next Agenda Items from Councillors. *for next Agenda and exchange of information only.*

 Items:

15. The next Sutton Parish Council Meeting

 **To agree: Saturday 5? April 2019.**

 to be held at Beauchamps, Shopland Road at 9.00 am.

**5th February 2019. B Summerfield, Sutton Parish Council Clerk/RFO.**