**SUTTON PARISH COUNCIL**

 www.suttonwithshoplandparishcouncil.com

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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, ROCHFORD, ESSEX.**

 **ON SATURDAY 6th JANUARY 2018.**

 **(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).**

**5. To Receive the Minutes of the Meeting of 11th November 2017.**

To receive and agree the Minutes:

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

 (Minute 75)The broken Gully cover on the Shopland Road has been repaired.

**7. Planning**

i Ward Councillor Mr M Steptoe’s report:

 i **17/00346/FUL** Southend United’s proposed building and football training grounds in the Sutton with

 Shopland Parish.

 ii The two giant portable football practice covers purchased by SUFC?

ii Application no 17/01158/NMA Sutton Bridge Farm, Sutton Road, Rochford.

 (Application for a Non-material Amendment following Approval of 16/00838/FUL: Alteration and Single Storey

 Extensions to Outbuilding).

8. The Parish Plan Steering Group.

i Councillor Mr R Gaylor’s report:

ii Neighbourhood Planning introductory talk.

Sarah Sapsford’s (RCCE) introductory talk is on Tuesday 23rd January 2018 at the Stambridge Memorial Hall at 7.30 pm.

**9. Correspondence*.***

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

 etc: placed on the table.

**10. Finance: The Precept 2018-2019.**

 To discuss:

**11. Finance**

i i To receive the SPC Financial Statements ending November 2017.

 ii The above balances to be checked against Bank Statements by Cllrs: ……………… and …………………..

ii To receive an Invoice December 2017 from W&H (Romac) Ltd re: Streetlighting repairs @ £136-50.

iii To receive an Invoice December 2017 from Mr R Pitts re: 28301 Green maintenance @ £110-00.

iv To receive an Invoice January 2018 from Mr R Pitts re: 283xx Green maintenance @ £110-00.

v To agree the HMRC third quarterly payment for PAYE re: Clerk’s salary @ £ 154-80.

vi To agree the replacement payment January 2018 to Mr R Pitts re: 28295 (October) Green maintenance @ £110-00.

vii To agree the replacement payment January 2018 to Mr R Pitts re: 28300 (November) Green maintenance @ £110-00.

viii To record the payment November 2017 to Paglesham PC re: Eureka Supplies stationery @ £23-99.

ix To record the payment November 2017 to Paglesham PC re: Annual WinZip software @ £29-01.

x To record the payment November 2017 to W&H (Romac) Ltd re: Streetlighting repairs @ £299-22.

xi To record the payment November 2017 to Mr N Andrews re: Wreath @ £18-65.

xii The DD payments December to 1&1 re: Website @ £19-12.

xiii The monthly Standing Order salary payments to the Clerk @ £202-22 nett

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

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

12. Streetlighting:

i i The Clerk’s report: power outages at P7/P8 and the repaired Village Sign lamp.

ii ii The Clerk’s report: SPARIX LED street lighting information update.

iii Councillors reports:

**13. Highways:**

i Councillors reports:

**13. 14. Website:**

 The Clerk’s report:

**14.** **15.** **The Sutton Act of Remembrance Service at the Village Sign.**

 Councillor reports:

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

 Items:

**17. The next Sutton Parish Council Meeting**

 **To agree: Saturday ? March 2018.**

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

**2nd January 2018. B Summerfield, Sutton Parish Council Clerk.**