**SUTTON PARISH COUNCIL**

 **www.suttonwithshoplandparishcouncil.com**

**CLERK:**

**Mr B. Summerfield,**

**Sutton Hall Cottage,**

**Sutton Road, Rochford,**

**Essex.**

**SS4 1LG.**

**01702 549308.**

**bsummvint@hotmail.com**

**CHAIRMAN:**

 **Councillor Mr C. J. Tabor.**

 **Sutton Hall,**

 **Sutton,**

 **Rochford**

 **Essex.**

 **SS4 1LQ**

 **Tel: 01702 545730**

 **AGENDA**

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

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

 **ON SATURDAY 4th MARCH 2017.**

 **(Commencing at 9 am.)**

**1. Chairman's opening remarks.**

To receive:

**2. Apologies and reasons for absence:**

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

**3. To Receive Declarations of Interests:**

 Declarations of interests on items on the Agenda.

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

 (Specifically for visiting Ward/County Councillors and questions/statements from members of the public).

i The Essex County Councillor and Ward Councillors reports:

ii Public questions/statements to the SPC.

**5. To receive the Minutes of the Meeting of 7th January 2017.**

To agree:

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

i (Minute 108/i) Flower dingy at Templegate Cottages

 Councillors: Mrs B Loughborough and Mr R Gaylor report:

ii (Minute 108/ii) RDC re: Networking Event, Wednesday 25th January 2017.

 Councillor Mr R Gaylor’s report:

iii (Minute 108/iii) 1&1 charges

 The Clerk’s report:

iv (Minute 114/ii) Blocked gully at Templegate Cottages

 The Clerk’s report:

v (Minute 114/ii) Site lines at the Stonebridge Junction

 The Clerk’s report:

vi (Minute 114/ii) The Damaged Bridge, Shopland Road.

 The Clerk’s report:

vii (Minute 114/ii) Road Sign at the Purdey’s Junction

 The Clerk’s report:

**7. Parish Plan Steering Group.**

 Councillor Mr R Gaylor’s report:

**8. Correspondence*.***

i To receive an e/letter from the RDC re: Council Tax Bill for 2017-2018.

ii To receive an e/letter January 2017 from RDC re: the River Crouch Guide and requested contribution of

 £50-00 towards a reprint.

iii To receive a letter January 2017 from Ward Councillor Mrs L Shaw re: request for a contribution (£?) towards

 the provision of reflective smiley badges for school children to wear in the interest of Road Safety.

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

 etc: placed on the table.

**9. Planning**

 None

**10. Finance**

i i To receive the SPC Financial Statement ending February 2016.

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

ii To receive the Clerk’s Office use report/charge for 2016-2017 @ £ 36-60 gross

iii To receive the Clerk’s Salary + Office advice March 2017 as D/D £257.90 + Office @ £36-60 = £294-50 gross.

iv To agree the fourth quarter payment 2016-2017 to HMRC (PAYE-RTI) @ £162-20.

v To receive an Invoice March 2017 from B Summerfield re: Fuel allowance 2016-2017 @ £ 38-64.

vi To receive an Invoice January 2017 from B Summerfield re: Information Commission, Data Protection @ £35-00.

vii To receive an Invoice January 2017 from B Summerfield/W&H (Romac) Ltd re: 132873 Streetlight, @ £86-46.

viii To receive an Invoice February 2017 from W&H (Romac) Ltd re: 132898 Streetlight, Shopland Road @ £143-46.

ix To record the payment January 2017 to Mr Pitts re: 28261 green Maintenance @ £55-00.

x To record the payment January 2017 to Mr Pitts re: 28265 green Maintenance @ £55-00.

xi To record the payment January 2017 to RCCE re: Annual subscription @£48-00.

xii To record the payment January 2017 to Mr N Andrews re: Wreath @ £17-50.

xiii The Clerk’s report re: the PRECEPT demand on Rochford District Council for 2017-2018 @ £5,485-00.

xiv To record the February 2017 Standing Order salary payment to the Clerk @ £202-22 nett.

xv 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 re: UK Power Networks connection schedule date of 17th January 2017 for the Pole Bracket/

 Streetlight energy supply to P6 Sutton Corner.

ii The Clerk’s report re: grants available for the LED heads project.

iii Councillors reports:

**12. Highways:**

i Councillor Mr N Andrews report re: costs of supply and fit additional glass framed fixture to the Main Notice Board

 in the Church Hall carpark.

ii Councillors reports:

**13. Website updates:**

 The Clerk’s report:

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

 Items:

**15. The next Sutton Annual Parish Meeting**

 **To agree: Saturday 6th MAY 2017**

to be held at **( )?**

**16. The next Sutton Annual Parish Council Meeting**

 **To agree: Saturday 6th MAY 2017**

to be held at **( )?**

**28th February 2017. B Summerfield**

**Sutton Parish Council Clerk.**