**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, ROCHFORD, ESSEX.**

**ON SATURDAY 10th MARCH 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 6th January 2018.**

To agree:

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

None.

**7. Planning**

i Ward Councillor Mr M Steptoe’s report:

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

ii To record Planning application consultation decisions, collectively decided by councillors communicating their

proposed decisions, to the Clerk.

The Clerk’s collated consultation responses:

17/01136/OUT Rosedene Nurseries, (Mummeries), Stonebridge Barling Magna (24 x 3 Bed houses, etc)

– Sutton Parish Council oppose the application based on over development in the Green Belt.

Existing country Roads and local junctions on the Shopland Road and its junction with Sutton Road, together

with the Purdeys Junction and the Anne Boleyn junction are presently backed up during rush hours,’ without’ the

proposed EXTRA Housing in Stonebridge.

iii **The following items** were scheduled to be discussed at an Extraordinary meeting on 20th January 2018 which was

subsequently cancelled, due to being inquorate.

The following were collectively decided by councillors communicating their proposed decisions, to the Clerk.

i 17/01139/FUL  All Saints, Sutton Church, Sutton Road.

(Single Storey Side Extension, Install Mezzanine Floor, Internal Alterations and Change of Use of

Deconsecrated Church to Venue for Community Use).

Sutton Parish Council have no objections.

ii 17/01140/LBC  All Saints, Sutton Church, Sutton Road.

(Single Storey Side Extension, Install Mezzanine Floor, Internal Alterations and Change of Use of

Deconsecrated Church to Venue for Community Use)

Sutton Parish Council have no objections but request additional lighting from the proposed new extension, to the Church Hall toilets.

iii 17/01141/FUL  All Saints, Sutton Church, Sutton Road.

(Proposed Carpark) -

Sutton Parish Council have no objections but request Road signage to remind road users of the newly opened entrance to the Church car parking

iv For information only: Application no: 18/00040/DPDP1 9, Temple Gate Cottages, Sutton Road, Sutton.

(Proposed Single Storey Rear Extension).

v Neighbourhood Planning introductory talk.

To receive (as circulated to all) the documents from Jan Stobart’s (RCCE) introductory talk held on Tuesday 30th January 2018 at the Stambridge Memorial Hall at 7.30 pm.

vi The Clerk’s report: (The Local Plan) circulated consultation documents as received and copies of local plots of land

that appear on the ‘call for sites’.

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

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

**9. Correspondence*.***

i To receive the Full Register of electors for Sutton 2017.

ii To record the Sutton PC Precept demand on Rochford District Council for 2018-2019 @ £7,203-00.

(The NALC have announced there will be no precept capping by the government of Local Parish Council’s, for the

next 3 years (to be reviewed)).

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

etc: as placed on the table.

**10. Finance**

i i To receive the SPC Financial Statements ending February 2018.

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

ii The Clerk’s report on progress with the Annual Audit 2017-2018.

iii To receive an Invoice March 2018 from B Summerfield re: Registration Team re: Data Protection renewal @ £35-00.

iv To receive Clerk’s B Summerfield invoice re: annual office use charges 2017-2018 @ £87-57 gross: £72-97 nett inc:

HMRC–RTI (x 20%) @ £14-60.

v To agree a payment of March 2018 to HMRC–RTI re: fourth Quarter PAYE 2017-2018 @ £169-40.

vi To receive an Invoice March 2018 from B Summerfield re: annual fuel travel ex’s 2017-2018 @ £19-32.

vii To receive an Invoice March 2018 from Mr Pitts re: 28304 Green Maintenance. @ £55-00.

viii To agree a letter to the Barclays Bank raising the Clerk’s Standing Order Nett Salary payments from £202-22 to

£215-40 per month nett, in line with the NALC/EALC recommendations (May 2016 for the year 2017) and as

from April 2018.

ix To record the payment January 2018 to W&H (Romac) Ltd re: Streetlighting repairs @ £136-50.

x To record the payment January 2018 to Mr R Pitts re: 28301 Green maintenance @ £110-00.

xi To record the payment January 2018 to HMRC third quarterly payment for PAYE re: Clerk’s salary @ £ 154-80.

xii To record the payment January 2018 to Mr R Pitts re: 28295 replacing October cheque Green maint @ £110-00.

xiii To record the payment January 2018 to Mr R Pitts re: 28300 replacing October cheque Green maint @ £110-00.

xiv To record the DD payments February to 1&1 re: Website @ £19-12.

xv To record the monthly Standing Order salary payment to the Clerk @ £202-22 nett.

xvi To Resolve: all payments, financial statements, receipts, transfers and countersigned cheques above.

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

11. Streetlighting:

i i The Clerk’s report: power outages at P7/P8.

ii The Clerk’s report: the LED streetlighting quotation.

iii iii Councillors reports:

**12. Highways:**

i i The Clerk’s report: 40mph and 30mph signs lying down either end of the Shopland Road.

ii The Clerk’s report: the excess water gathering on the Sutton Corner of Shopland Road.

**13. 13. Website:**

The Clerk’s report:

**14. Computer:**

i The Clerk’s report: the existing computer shared with Paglesham is slowing and unreliable and cannot accept modern software and upgrades (now 8+ years old).

ii The Clerk’s proposal; a three-way split of costs for a new computer (@ £406, between Paglesham PC, Sutton PC and

the Clerk @ £135.33 each.

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

Items:

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

**To be agreed: Saturday 12th MAY the AGM 2018.**

to be held at Sutton Church/Church Hall? Sutton Road at ?.00 am.

**6th March 2018. B Summerfield, Sutton Parish Council Clerk.**