

SUTTON PARISH COUNCIL

www.suttonwithshoplandparishcouncil.com

CHAIRMAN:

Councillor Mr C Tabor,
Sutton Hall,
Sutton,
Rochford,
Essex.
SS4 1LQ
01702 545730
tabor.farms@btconnect.com

CLERK:

Mr B. Summerfield,
Sutton Hall Cottage,
Sutton Road,
Rochford,
Essex.
SS4 1LG.
01702 549308.
bsummervint@hotmail.com

AGENDA

**YOU ARE HEREBY SUMMONED TO A MEETING OF THE SUTTON PARISH COUNCIL
TO BE HELD AT BEAUCHAMPS, SHOPLAND ROAD, SS4 0QQ.
ON SATURDAY 1st OCTOBER 2022 AT 10 AM.**

1. To record the Members Present:

- i Councillors
- ii Members of the Public

2. Apologies for absence:

- i To be received by **the Clerk in person only** via: email, letter and telephone.
- ii To discuss the SPC's acceptance of reasons for absence:

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. One Minute's Silence, in respect of the Memory of the late Queen Elizabeth 11:

To stand:

5. Public Forum: (5 min per person only for a total of 15 minutes).

Councillors, Guests, visiting Ward/County Councillors and questions from members of the public.

- i To receive statements/questions and Emailed statements/questions from Members of the Public:
- ii To record that the public's potential involvement at the SPC meetings, were advertised on the Website and Parish Notice boards.

6. To Receive the Minutes of the Extraordinary Meeting of the 13th August 2022.

To agree:

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

Item:

8. The Adoption of the updated Model Code of Conduct:

- i The RDC adoption of the updated Model Code of Conduct for Councillors on 26th June 2022.
- ii To discuss the Parish Council's alinement with the RDC adoption above.

9. Planning:

- i Councillor Mr R Gaylor's reports on all matters including (22/05031/AIRDUS) arising from the current Contractors work on the Training Pitches on the Land North of Smithers Chase, Sutton Road, Rochford. Essex.
- ii Application no 22/00...../FUL

10. Correspondence:

- I To receive an e/letter September 2022 from Mr T Tyler re: advertising on Sutton Corner.
- II To receive an e/letter August 2022 from a resident of Templegate Cottages re: Vegetation overgrowth on Sutton Road.
- III Letters/emails, Publications and Bundles: Making the Links, Fieldwork, Bus timetables, Essex Area Forum, etc.

11. Finance:

- I To receive the SPC Financial and Barclays Bank Statements ending 24th August 2022.
- II To receive the Barclays Bank/SPC statements to be agreed by Councillors: and
- III The Period of the Exercise of Public Rights (Audit 21-22) was advertised and recorded as 12/07/22 – 22/08/22.
- iv To record the receipt of credit from E-On of August 22 of £44-10, as the Balance of the closed account.
- v To record the Sutton PC Exemption Certificate 21-22 forwarded to PKF on 16/07/22.
- vi To agree a payment to HMRC-PAYE re: the 2nd Quarter RTI payment @ £ 184-02.
- vii To receive Invoices August/September 2022 from Mr Pitts re: 094A/09.A @ £110-00 @ £110-00.
- viii The payment July 2022 to B Summerfield/Gallagher re: Administration fee @ £50-00 was recorded.
- ix The payment July 2022 to Auditing Solutions Ltd re: Internal Audit @ £552-00 was recorded.
- x The payment July 2022 to Mr Pitts re: Green Maintenance @ £330-00 was recorded.
- xi The payment July 2022 to Npower (Streetlighting) invoices from Dec 21 to July 22, @ £533-63 was recorded.
- xii To record the D/D Invoices July/August 2022 from 1&1 re: website @ £18.04/£18-04.
- xiii To record the Clerk's salary standing order payments for August/September 2022 @ £241-09.
- xiv To record the D/D Invoices July/August 2022 to Npower (Streetlighting) invoices @ £66-79/£66-76
- xv To resolve all payments, Invoices, Internal Audit, financial statements, receipts, transfers and countersigned cheques.
Proposed by Councillors:, seconded by and agreed by all.

12. Streetlighting:

- i Councillor reports:

13. Highways, Pavements and Public Rights of Way:

- i Councillor reports:

14. Website:

The website is to be brought up to date with the inclusion of this meetings' information.

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

Items:

16. The next Sutton Parish Council Meeting:

To agree: **3rd DECEMBER 2022** AT BEAUCHAMPS, SHOPLAND ROAD, ROCHFORD, SS4 0QQ