**SUTTON PARISH COUNCIL**

 www.suttonwithshoplandparishcouncil.com

**CLERK:**

Mr B. Summerfield,

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Essex.

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**CHAIRMAN:**

Councillor Mr C Tabor,

Sutton Hall,

Sutton,

Rochford,

Essex.

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 **AGENDA**

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

 **TO BE HELD AT BEAUCHAMPS, SHOPLAND ROAD, SS4 0QQ.**

 **ON SATURDAY 4th SEPTEMBER 2021 AT 10 AM.**

 (Subject to any Government Announcement re: Covid-19).

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

i Councillors

ii Members of the Public

**2. Apologies for absence:**

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

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

ii To record that the public’s potential involvement at the SPC meetings, as advertised on the Website and Parish

 Notice boards.

**5. To Receive the Minutes of the Meeting of the 10th July 2021.**

 To receive and agree:

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

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

 Items:

**7. Planning:**

i Application no 17/00436/FUL Land North of Smithers Chase, Sutton Road, Rochford, Essex.

 To receive ECC Highways Consultation recommendations ( 1-10 ) of 28/08/21 (as circulated).

ii UPDATES? re: Application no: 17/00733/FULM Part of Fossetts Farm, Playing Fields, Jones Memorial Recreation Ground

 and SUFC Training Ground, Eastern Avenue, Southend on Sea, Essex .

iii To discuss the Parish Council’s consultation response to: the New Local Plan Spatial Options Document and

 Statement of Community Involvement Review.

**8. Correspondence*.***

i To record the receipt of the Councillors signed and updated Declaration of Interests forms, as circulated.

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

**9. Finance:**

i i To receive the SPC Financial Statements ending July & August? 2021.

 ii To receive the Barclays Bank statements x 2 to be agreed by Councillors: ……………… and ………………...

ii Councillor Mr C Tabor’s report re: a Barley Bench for Sutton Corner re: ECC Locality Fund.

iii To agree a payment to: HMRC re: 2nd quarterly payment PAYE-RTI @ £155-40.

iv To receive an Invoice July 2021 from B Summerfield/Office Stationery re@ Copy Paper @ £50-32 (with Paglesham).

v To receive an Invoice July 2021 from B Summerfield/Amazon re: Laser Toner @ £45-99 (with Paglesham)

vi To receive an Invoice July 2021 from Mr Pitts re: 068A Green maintenance @ £110-00.

vii To receive an Invoice July 2021 from Mr Pitts re: ? Green maintenance @ £110-00.

viii To record the payment June 2021 to Mr Pitts of May 21 064A @ £110-00.

ix To record the payment July 2021 to Mr Pitts of June 21 066A @ £110-00.

x To record the payment June 2021 to RCCE re: Annual Subscription @ £52-80.

xi To record the D/D Invoices July/August/ 2021 from 1&1 IONOS re: website @ 18-04.

xii To record the D/D Invoice July 2021 to E.On @ £160-42.

xiii To record the Clerk’s salary standing order payments for July/August @ £234-23.

xiv To resolve: all payments, Invoices, Internal Audit, financial statements, receipts, transfers and countersigned cheques.

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

**10. Streetlighting.** Councillors reports:

**11. Highways:**

I To discuss the proposed Highways Devolution Scheme as circulated.

ii The Clerk’s report: Bollards and Railing on the Shopland Road (2733419), sign in ditch on the Shopland Road

 (2729171), FP sign at Templegate Cottages (2718740). overgrown PROW opposite Templegate Cottages.

**12. Website:**

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

ii To notify and record that the public’s potential involvement at the SPC email meetings, are advertised on the

 Website and Parish Notice boards.

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

 Items:

**14. Private and Confidential:**

 Pursuant to the provision of Section 1000(a) of the Local Government Act 1972, as amended by the Local Government (Access to Information)

 Act 1985, the press and public be excluded from the meeting for consideration of the following item of business on the grounds that it

 contains information defined as exempt in Part 1 of Schedule 12a of the Local Government Act 1972, as detailed.

 To receive the Clerk’s information on an update to the Clerk’s contract.

**15. The next Sutton Parish Council Meeting:**

 to be held as agreed and further advised by the latest Government Covid 19 Announcement!

 **To agree: 6th November 2021?**

**31st August 2021. B. Summerfield Sutton, Parish Council Clerk/RFO.**