## MINUTES

## OF THE SUTTON PARISH COUNCIL

## HELD AT BEAUCHAMPS, SHOPLAND ROAD, ROCHFORD, SS4 0QQ

## ON SATURDAY 1st APRIL 2023.

**85** 22/23 **To Record the Members and Public Present:** 10-00 am.

Councillor (Chairman) Mr C Tabor.

Parish Councillors: Mr N Andrews, Mr R Gaylor and Mr B Howat.

Ward and Essex County Councillor Mr M Steptoe.

Ward Councillors: Mr A Williams.

Members of the Public: None.

The Parish Clerk: Mr B Summerfield.

**86** 22/23 **Apologies and reasons for absence:**

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

i Councillor Mr R Cann,

Acceptance of the reason for absence: Agreed.

ii Ward Councillors: Mr J Gooding .

**87** 22/23 **Declarations of Interests**

i **To receive all declarations of interests:**

ii  **The Chairman reminds Councillors to declare any further interests as they became evident to them,**

**during the progress of the meeting.**

**88** 22/23 **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 Ward Councillor Mr A Williams reported that the RDC Coronation Fund grants were still available up

to the end of the following week.

ii Ward and Essex County Councillor Mr M Steptoe reported: Essex CC to receive Gov funding @ £9M plus £5M

for Highway potholes – Anne Boleyn junction gas works still to be carried out – Southend Road to be resurfaced –

LHP: a 14th April Meeting to include upgrades to the LHP system – ECC have S106 monies on the next Agenda –

KES has some 600 pupils from Southend but no supplied transport – Mothers delivering and collecting daily –

The Local Plan is being formulated.

iii Councillor Mr R Gaylor raised the question that Templegate Cottages will not be receiving Fibre Broadband.

iv To record that the public’s potential involvement at the SPC meetings, were advertised on the Website and

Parish Notice boards.

**89** 22/23 **To Receive the Minutes of the Meeting of the 11th February 2023.**

The Minutes were Resolved agreed.

Proposed by Councillors: Mr R Gaylor, seconded by Mr B Howat and agreed by all.

The Chairman signed the Minutes as a true record.

**90** 22/23 **Matters Arising from the Minutes: (Not on the Agenda)**

**None.**

**91** 22/23 **Ombudsman/RDC Complaint progress::**

I The Clerk reported that the Templegate Cottages dust complaint to the Ombudsman, has been referred

back to the Parish Council who have progressed the complaint forward to the RDC, who have in turn

acknowledged it to be at stage 1.

ii The RDC stage 2 action, is if/when the Parish Council disagrees with the RDC’s stage 1 findings/report.

iii The Ombudsman complaint process is utilised if the Parish Council disagrees with the RDC stage 2

Findings/report

**92** 22/23 **Planning consultations:**

i **Application no** **23/00170/LDC**  [2, Shopland Hall Cottages, Shopland Road, Sutton, Essex, SS4 1LU](http://maps.rochford.gov.uk/DevelopmentControl.aspx?requesttype=parsetemplate&template=DevelopmentControlApplication.tmplt&basepage=DevelopmentControl.aspx&Filter=%5eREFVAL%5e=%2723/00170/LDC%27&history=6a688d39b1454828bc8c230adfdbccc4)

(Application for a Lawful Development Certificate for an existing change of use from a dwellinghouse

(Use Class C3) to an avian breeding centre (Use Class Sui Generis) to include the erection of 5 x aviary

buildings, stables and a residential garage). **NOTED.**

ii **Application no 22/01106/FUL** SUFC, Land North of Smithers Chase, Sutton Road, Rochford. Essex.

(Temporary Planning Permission for a Period of Three Years for the Siting of Twelve Single Storey Modular

Buildings for Welfare/Training and Storage Use and Construction of Bund).

**Sutton Parish Council Object to:**

1. The temporary buildings plus the proposed 30+ cars, creating noise and dust in the Greenbelt to the

detriment of occupiers of Templegate Cottages and Smithers Chase.

2) The use of 'Smithers Chase' for the access/egress to the development.

3) Smithers Chase is a single lane and totally unsuitable for the envisaged 30 cars that will be using the

tight access point by the Temple Farm roundabout on Sutton Road.

4) Will the application conform to Permitted Development within the Green Belt?

5) If agreed and passed by Rochford Planning, a strict time limit to be enforced on the requested three

years only, to be undertaken by the applicants.

**93** 22/23 **Correspondence:**

i An e/letter March 2023 from Cllr: Mr R Gaylor re: Fibre Broadband coverage was discussed.

ii An e/letter March 2023 from Community Payback was discussed.

iii An e/letter February 2023 from The Gov re: King Charles III Coronation/Local Celebrations was discussed.

The Clerk to apply for the RDC Coronation Grant.

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

**94** 22/23 **Finance:**

i The SPC Financial and Barclays Bank Statements ending February 2023 were recorded.

ii The Barclays Bank/SPC statements were agreed by Councillors: Mr N Andrews, and Mr R Gaylor

iii The EX0242 AGAR External Auditor instructions from PKF-Littlejohn for 2022-23 was recorded.

iv The instructions from ‘John Watson CO’ are received for the Internal Audit for 2022-23 was recorded.

v The Insurance Renewal (from 01/06/2023) for Sutton Parish Council from Gallagher was recorded.

vi The Invoice March 2023 from Mr R Pitts re: (8B) March Green Maintenance @ £110-00 was recorded.

vii The payment February 2023 to HMRC re: 4th Quarter PAYE-RTI @ £228-20 was recorded.

viii The payment February 2023 to Mr Pitts re: @ £110-00 was recorded.

ix The payment February 2023 to The Information Commission re: data protection @ £40-00 was recorded.

x The D/D Invoice February 2023 from 1&1 re: website @ £18-04 was recorded.

xi The Clerk’s salary standing order payments for February/March 2023 @ £260-19/£260-19 was recorded.

xii The D/D Invoice February 2023 to Npower (Streetlighting) invoices @ £52-44 was recorded.

xiii Resolved all payments, Invoices, Internal Audit, financial statements, receipts, transfers and countersigned

cheques.

Proposed by Councillors: Mr B Howat, seconded by Mr N Andrews and agreed by all.

**95** 22/23 **Streetlighting:**

i P6 U/S has been reported to the contractor.

iii The Village Sign floodlight blockage, has been cleaned by the contractor.

iv Councillor reports: None.

**96** 22/23 **Highways, Pavements and Public Rights of Way:**

i The Clerk reported re: potholes/surfaces on the Sutton Road and Shopland Road: 2831848, 2833205.

ii The Clerk reported re: Survey of signage on Sutton Road: 2833201/2//9, Shopland Road: 2648013.

2768205/6, 2833206.

iii Councillor reports: None.

**97** 22/23 **Website:**

The website is to be updated with the inclusion of this meetings’ information.

98 22/23 The Sutton Parish Council Election 4th May 2023:

Five Councillors stand validly nominated and unopposed.

99 22/23 Next Agenda Items from Councillors. Items: (*for next Agenda and exchange of information only).*

None.

100 22/23 The Sutton Annual Parish Meeting: (APM 23).

` Agreed: 20th MAY 2023 (Venue to be agreed)

101 22/23 The Sutton Parish Council Meeting: (APCM 23).

**Agreed: 20th** **MAY 2023** **(Venue to be agreed)**

**There being no further business and with thanks for his hospitality, the Chairman closed the meeting at 11.36 am.**

**16th May 2023. B. Summerfield, Sutton Parish Council Clerk/RFO.**