## MINUTES

## OF THE SUTTON PARISH COUNCIL

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

## ON SATURDAY 11th FEBRUARY 2023.

**71** 22/23 **To Record the Members and Public Present:** 10-00 am.

Councillor (Chairman) Mr C Tabor.

Parish Councillors: Mr R Cann, Mr R Gaylor and Mr B Howat.

Ward and Essex County Councillor Mr M Steptoe.

Ward Councillors: Apologies.

Members of the Public: None.

The Parish Clerk: Mr B Summerfield.

**72** 22/23 **Apologies and reasons for absence:**

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

i Councillor Mr N Andrews,

Acceptance of the reason for absence: Agreed.

ii Ward Councillors: Mr J Gooding and Mr A Williams.

**73** 22/23 **Declarations of Interests**

i **To receive all declarations of interests: None.**

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

**during the progress of the meeting.**

**74** 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 and Essex County Councillor Mr M Steptoe reported: the Sutton Fibre Broadband roadworks are now

finished with the whole district to be covered – Attended Budget meetings with the RDC - ECC Budget

meetings revealing Social Services costing £2m per day – ECC Streetlighting converting to LED’s in progress –

ECC Streetlighting questions on dimming and earlier switch offs were considered and dropped - – The RDC

next Local Plan is in formulation presently.

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

Parish Notice boards.

**75** 22/23 **To Receive the Minutes of the Meeting of the 3rd December 2022.**

The Minutes were Resolved agreed.

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

The Chairman signed the Minutes as a true record.

**76** 22/23 **Matters Arising from the Minutes: (Not on the Agenda)**

**None.**

**77** 22/23 **Planning Correspondence:**

i i Emails from Ward Councillors to the RDC CEO and reply. Dated 03/12/2022

ii Email from SPC Clerk dated 06/12/2022 re: extracts from Draft Minutes containing all correspondences

to date covering Templegate Cottages, Contractors Dust problems and requesting a response within

three days.

iii Emails from Corporate Services, RDC date 07/12/2022 re: a response email of 05/12/2022.

iv Email from Cllr: Gaylor dated 09/12/2022 re: possible postal delays.

v To receive an email addressed to Cllr: Gaylor date 08/12/2022: received 28/12/2022 from

The Environmental Health Team Leader Mr Andrew Paddon.

vi To receive an email from Cllr: Gaylor dated 09/01/2023 forwarding the above and unhappy

with its content.

vii To receive an email from Cllr: Steptoe of 12/01/2023 offering advice on the way forward.

ii After discussing the above the Sutton Parish Council resolved to forward a complaint re: the Rochford District

Councils handling of the above, to the Ombudsman.

iii **Planning consultations:**

For Information: Appeal Reference APP/B1550/D/22/3305999

Application no. 22/00528/FUL: Ivy Cottage, Sutton Road, Rochford. SS4 1LQ

(Proposed Part Replacement Two Storey Side and Rear Extension) – Noted.

**78** 22/23 **Correspondence:**

i The e/letter January 2023 from Essex Air Ambulance re: £50-00 donation.

ii The e/letter November 2022 from RHALC re: 20th October 22 Minutes was recorded.

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

**79** 22/23 **Finance:**

i The SPC Financial and Barclays Bank Statements ending 23rd January 2023 were recorded.

ii The Barclays Bank/SPC statements to be agreed by Councillors: Mr R Cann and Mr B Howat.

iii The appointment of the External Auditor (PKF-Littlejohn) for a Five year period was recorded.

iv The Precept demand on Rochford District Council for 2023-2024 is £8,200-00 was recorded.

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

vi The Invoice December from Mr Pitts re: @ £110-00 was recorded.

vii The payment December 2022 to HMRC-PAYE re: the 3rd Quarter RTI payment @ £ 184-02 was recorded.

viii The payment December 2022 to Mr Pitts re: 099A/2B/3B @ £110-00/£110-00/£110-00 were recorded.

ix The payment December 2022 to Mr R Gaylor/Royal British Legion re: wreath @ £23-98 was recorded.

x The payment December 2022 to B Summerfield/StinkyInk.com re: Printing inks @ £37-99 was recorded.

xi The payment re: the Clerk’s back dated salary payment of the 5th January 23 of £166-00 was recorded.

xii The D/D Invoices December 22/January 2023 from 1&1 re: website @ £18-04/£33-76 was recorded.

xiii The Clerk’s salary standing order payment for December 22/January 2023 @ £245-39/£260-19 was recorded.

xiv The D/D Invoices December/January 2023 to Npower (Streetlighting) invoices @ £47-50/£62-13 were recorded.

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

cheques.

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

**80** 22/23 **Streetlighting:**

i P6, Sutton Road has been reported.

ii Councillor reports: None.

**81** 22/23 **Highways, Pavements and Public Rights of Way:**

i The Clerk reported that the maintenance of Verges on Sutton Road and Shopland Road has been referred

from the RDC to ECC Highways. The Clerk will carry out a Survey of signage in Sutton.

ii Councillor reports: None.

**82** 22/23 **Website:**

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

**83** 22/23 **Next Agenda Items from Councillors.** *for next Agenda and exchange of information only.*

Items: None.

84 22/23 The next Sutton Parish Council Meeting:

Agreed: **1stAPRIL 2023** (AT BEAUCHAMPS, SHOPLAND ROAD, ROCHFORD, SS4 0QQ)

**There being no further business the Chairman, with thanks for his hospitality, closed the meeting at 11. 10 am.**

**28th March 2023. B. Summerfield Sutton, Parish Council Clerk/RFO.**