## **MINUTES**

## **OF THE SUTTON PARISH COUNCIL MEETING**

## **at 5, Temple Gate Cottages, Sutton Road, Southend, Essex.**

## **ON SATURDAY 5th APRIL 2025 AT 10 AM.**

**104 24/25** **To Record the Members and Public Present:** 10-06 am.

Councillor (Chairman) Mr R Gaylor.

Parish Councillors: Mr N Andrews, Mrs A Coutts and Mrs C Lines.

Ward and Essex County. Mr M Steptoe.

Ward Councillor: Ms A Marriot

Members of the Public: None

The Parish Clerk: Mr B Summerfield.

**105 24/25** **Apologies and reasons for absence:**

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

i Acceptance of the reason for absence:

Councillor Mr R Cann (infectious) Agreed.

ii Ward Councillors: Mr A Williams.

**106 24/25** **Declarations of Interests**:

i **To receive all declarations of interests** including dispensations under the relevant provision s.33 of the

Localism Act 2011.

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

**107 24/25** **Public Forum:** ( 5 min per person only )

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

i **Ward Councillor**: Ms A Marriott reported: the RDC budget (including the Freight house) to be finalised

at the 18th February meeting – The Freight House needs to be opened in order to protect it – Devolution is

underway with Essex, Southend and Thurrock as potential partners.

ii **Ward/Essex Councillor** Mr M Steptoe reported: discussions with the RDC planning officers re: the SUFC Training

ground – The ECC re: overgrown pavements on Sutton and Shopland Roads – Damaged/Missing Signs – Railings

damaged at the Stonebridge Junction and at the Electricity Station – Purdeys Junction request to improve

Road markings, etc. - The Freight House actions to preserve and finance its future survival for the Rochford

Residents - The County Budget to be no higher than 3.9% - Increases in the Minimum wages and

National Insurance to cost ECC 50 m – Essex Police presently have the Highest number of Policemen employed.

Iii **Devolution**: Devolution is underway with Essex, Southend and Thurrock as potential partners – The final partners

may depend on what negative financial positions each bring to the combined group ie: Thurrock has an alleged

2 billion debt – Elections are now postponed for one year – Consultation on a proposed amalgamation to be

issued – Possibly Four unitary Councils with 500.000 persons each – Proposed setup will include the new Council

as a shadow Council for one year till 2028 - An election for a Mayor in May 26 who will be in charge over one year

to May 2027 – Parish Councils are not yet mentioned in the White Paper.

**108 24/25** **To receive the Minutes of the Meeting of the 8th February 2025.**

The Minutes were Resolved agreed.

Proposed by Councillors: Mrs A Coutts, seconded by Mrs C Lines and agreed by all.

The Chairman duly signed the Minutes as a correct record.

**109 24/25** **Matters arising from the Minutes**: (not on the Agenda)

Item: None

**110 24/25** **Planning consultations:**

i The Application no 25/00199/FUL 1-2, Shopland Hall Cottages, Shopland Road, Sutton, Essex.

(Proposed Rear Extension and Proposed Carport to the Front Garden) -

Sutton Parish Council has no objection.

ii The RDC Planning Enforcement Office correspondence re:

23/00616/Discharge of Condition No.27 (Construction Environmental Management Plan) of Planning

Consent 22/01106/FUL was recorded.

iii The Planning enforcement case no. 25/00044/ADV\_C Land North of Smithers Chase

(Erection of Hoardings with Adverts) was noted.

iv The enforcement case no. 25/00043/DLDG\_C Ye Old Shoulderstick, Barling Road, SS3 0ND

(Erection of an Outbuilding Not Compliant with Permitted Development) was noted.

**111 24/25** **Correspondence:**

I The Chairman’s hand delivered Letter February 25 re: Sutton with Shopland Facebook Page Group were recorded.

ii The information re: VE Day 2025 celebrations were recorded.

iii The e/letter March 2024 from RDC re: RDC Council Tax publications on the Notice Board was recorded.

iv The requested RDC Register of Electors list was recorded.

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

**112 24/25** **Finance:**

i The SPC Financial and Metro Bank Statements ending 5thApril 2025 were recorded.

ii The above financial statement balances were agreed by Councillors: Mrs A Coutts and Mr R Gaylor.

iii The EALC Councillor Training Bursary @ £225-00 was received and recorded.

iv The Gallagher Insurance detail copies were recorded.

v The Pannel-Kerr-Foster document copy of the AGAR Audit for 2024-2025 (First Stage) was recorded.

vi The RDC first Payment of the Precept @ £4,800-00 was recorded.

vii The payment to B Summerfield/Ionos website at £28.80/£28.80/£13.20 Total £70.80 was recorded.

viii The Payment to B Summerfield/ICO Annual Data Protection at £40-00 was recorded.

ix The March invoice from Mr Pitts re: Green Maintenance @ £110-00 was recorded.

x The Invoice March 2025 from RCCE re: annual subscription @ £ 58.80 was recorded.

xi The payment February 2025 to HMRC 4th Quarter PAYE-RTI @ £206.28 was recorded.

xii The payment February 2025 to B Summerfield/Amazon re: Karaoke no 2 @ £119-99 was recorded.

xiii The payment February 2025 to B Summerfield/Amazon re: Machine Trolley @ £42-48 was recorded.

xiv The payment February 2025 to B Summerfield/IJTDirect re: Printing Ink @ £34-00 was recorded.

xv The payment February 2025 to Mr Pitts re: December Green Maintenance @ £110-00 was recorded.

xvi The payment February 2025 to B Summerfield/Ionos Cloud Ltd (Website 1&1) re: November/December/

January 2025 @ £28-80/£46-80/£13-20 = Total £88-80 were recorded.

xvii The D/D payments February 2025 to Npower re: Streetlighting @ £151-24 was recorded.

i The Standing Orders March 2025 re: Clerk’s salary @ £284-16 was recorded.

xviii ii The Council agreed the Clerk to co-sign the Cheques.

xix Resolved all payments, Invoices, financial statements, receipts, transfers and countersigned cheques.

Proposed by Councillors: Mr R Gaylor seconded by Mrs A Coutts and agreed by all.

**113 24/25** **Streetlights:**

The Clerk reported re: P4 Sutton Road is with ROMAC.

**114 24/25** **Highways, Pavements and Public Rights of Way:**

i The Clerk reported re: remembrance plaque is progressing with dating problems.

ii Councillor’s reports: None.

**115 24/25** **Website:** (The website is to be updated with the inclusion of this meetings’ information.)

i Sutton with Shopland Facebook Page Group:

ii Councillors agreed that there will be no advertising accepted on the Facebook page.

**116 24/25** **Next Agenda Items from Councillors. (*for next Agenda and exchange of information only).***

Items: None.

**117 24/25** **The next Sutton Parish Council Meeting:**

**Agreed: Saturday 24th MAY 2025. (APM & AGM)**

**at Crowstone Prep School, Fleet Hall Lane, Shopland Road, Rochford, SS4 1LH.**

**There being no further business, the Chairman closed the meeting at 11.29 am.**

**19th May 2025. B. Summerfield, Sutton Parish Council Clerk/RFO.**