

# MINUTES

## OF THE MEETING OF SUTTON PARISH COUNCIL

### HELD BY ONLINE CONFERENCE BY e'MAIL

on SATURDAY 22<sup>nd</sup> August 2020.

#### 145 <sup>19/20</sup> **To Record the Members taking part:**

Councillor (Chairman) Mr C Tabor.

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

Ward and Essex County Councillor Mr M Steptoe and Ward Councillor Mr A Williams.

Members of the Public: None.

The Parish Clerk: Mr B Summerfield.

#### 146 <sup>19/20</sup> **Apologies and reasons for absence:**

As received by the Clerk in person via: email, letter and telephone:

The Council received and agreed: Councillor Mr B Howat (Unwell).

#### 147 <sup>19/20</sup> **Declarations of Interests:** on items on the Agenda.

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.**

iii Councillor Mr C Tabor declared a pecuniary interest in the Planning application 20/00547/LBC, Butlers Farm Cottage, Shopland Road, Sutton and did not take part in the proceedings

#### 148 <sup>19/20</sup> **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 **Email from Ward Councillor Mr A Williams:**

Not much from me, we have travellers back at Cherry Orchard CP. Officers, The Police and the Essex Traveller Unit are dealing with the matter. We expect them to be moved on within the next few days.

The Waste collections are being maintained to their normal high standards although we are still not collecting extra cardboard left by re-cycling bins as trucks are filling up too quickly necessitating more trips to the tip hence not being able to complete their allocated rounds. 'Suez' ask that cardboard is cut up and placed in the recycling bin. Waste collected is up by some 30% on the same period last year.

There is no intention at the moment to reinstate the waste truck being at Great Wakering recreation field for the foreseeable future, this mainly due to Health and Safety issues with the Covid-19 Regulations.

One of the Suez drivers witnessed a cyclist involved in an accident, he gave first aid until emergency services arrived.

All of our open spaces are open and being used to capacity. Many of the play grounds have now been revamped and are proving to be very popular with youngsters.

Clements Hall wet and dry sides have now re-opened all be it on reduced capacity, it is not anticipated that the Freight House will reopen any time soon,

ii **Email from Ward/Essex Councillor Mr M Steptoe:**

I have attached a couple of briefing notes I received from ECC with regards to the Planning white paper and possible changes to the council.

The white paper briefing is intended for information only.

As always please pass on my best wishes to all and if there are any question please either email or give me a ring.

iii **Briefing Article from Cllr. David Finch, Leader of Essex County Council,** for EALC/Parish newsletters, Sep 2020:

The future shape of local councils in Essex is being discussed, writes Cllr David Finch, the Leader of Essex County Council, with the opportunity to simplify the current system coming soon. This month (September), The Government is expected to bring forward a white paper, which will begin the process of reforming local councils in 'two-tier' County Council areas. From our discussions with the Government, it is clear that it sees the current two-tier system of county and district councils, or county and city or borough councils as imperfect, and that unitary authorities, which are responsible for all council services in a defined area, are seen as a better option for delivering services. In Essex, for example, this might lead to between two and four new unitary councils. In a recent speech, the Minister for Local Government, Simon Clarke MP, also pointed to the importance of the future role of town and parish councils, as the Government looks at the potential to devolve more decision making to local level. In Essex work has begun on what the new 'map' of Essex Councils might look like, with initial discussions having taken place over the summer. Across Essex, we have one of the most complex local government structures in the UK – one county council, 12 district/borough/city councils and two unitary councils in Southend and Thurrock. There is a real commitment and ambition to consider how much more can be achieved with a simplified system. Alongside this, and providing new unitary councils are agreed, the Government will also allow us to submit proposals for a 'Combined Authority', led by a directly elected Mayor. A combined authority would be represented by the leaders of the new unitary councils, and would be able to secure funding for investment in our economy and infrastructure. The ambition in Essex is to have proposals ready to submit following the publication of the White Paper. I would stress that alongside this work, we will keep a focus on working with our partners and

delivering for our residents and businesses throughout this period. We have made a positive start on this work. Keeping residents and businesses at the heart of our thinking, and ensuring we get the best possible deal and structures to support them in the future, is what will guide our thinking. Cllr David Finch Leader, Essex County Council.

- iv
  - i The public's potential involvement at the SPC email meetings, were advertised on the Website and Parish Notice boards.
  - ii Emailed statements/questions from Members of the Public: None.

#### **149** 19/20 To Receive the Minutes of the Meeting of 4<sup>th</sup> July 2020:

The Minutes were circulated to Councillors and they were Resolved to be agreed.  
Proposed by Councillors: Mr N Andrews, seconded by Mr R Gaylor and agreed by all.  
The Chairman Councillor Mr C Tabor as arranged to duly sign the Minutes as a correct record.

#### **150** 19/20 Matters Arising from the Minutes: (Not on the Agenda)

None.

#### **151** 19/20 Planning:

- i To be ratified: Application no 20/00547/LBC Butlers Farm Cottage, Shopland Road, Sutton.  
(Proposed Repairs, Alterations and Extension to Existing Cottage) - **Sutton Parish Council has no objection.**
- ii To be ratified: Application no 20/0656/FUL, Ye Olde Shoulderstick, Barling Road, Barling Magna, SS3 0ND.  
(Demolish Attached Garage and Construct New Pitch Roof Over Remaining Existing Flat Roof, New Canopy Porch Roof).  
- **Sutton Parish Council has no objection.**
- iii Available planning updates re: Southend United Football Club. None.

#### **152** 19/20 Correspondence.

- i
  - i A letter 09/08/2020 to EALC re: Legal guidance on outdoor Parish Council meetings was recorded.
  - ii An EALC response to the above; (Case no. 360.20) Legal Guidance was circulated to all.
- ii Letters/emails, Publications and Bundles: Making the Links, Fieldwork, Bus timetables, Essex Area Forum, etc.

#### **153** 19/20 Finance:

- i
  - i The SPC Financial Statements ending June 2020 as circulated was recorded.
  - ii To receive the Barclays Bank statements x 2 as circulated was recorded.  
Proposed by Councillors: Mr C Tabor, seconded by Mr N Andrews and agreed by all.
- ii Notification from PKF Littlejohn (External Auditors) of the receipt of the Sutton Parish Council AGAR exemption status certificate 2019-2020 was recorded.
- iii The Period of the Exercise of Public Rights: Notices to be published on 23rd August 2020 was recorded.
- iv The Auto Transfer 29<sup>th</sup> June from Community Account to Business Account @ £4,031-96 was recorded.
- v Agreed a payment to HMRC re: 2<sup>nd</sup> Part quarterly PAYE-RTI @ £166-00 was recorded.
- vi An Invoice June 2020 from Mr Pitts re: Green maintenance 036A @ £110-00 as circulated was recorded.
- vii An Invoice July 2020 from Mr Pitts re: Green maintenance 042A @ £110-00 as circulated was recorded.
- viii The payment July 2019 to (Mr R Pitts) (034A) (036A) Green Maintenance @ £220-00 was recorded.
- ix The payment July 2019 to (HMRC) PAYE-RTI 1<sup>st</sup> quarterly payment (Less credit @ £114-45 was recorded.
- x The payment July 2019 to (Auditing Solutions Ltd) Internal Audit 2019-2020 @ £168-00 was recorded.
- xi The payment July 2019 to (RCCE) Annual subscription @ £52-80 was recorded.
- xii The D/D Invoice July 2020 to E-on re: streetlighting @ £160-42 was recorded.
- xiii The D/D Invoices July 2020 to 1&1 IONOS re: website @ £ 18-04 was recorded.
- xiv The Clerk's salary standing order payments for July/August 2020 @ £221-41/£221-41 were recorded.
- xv Resolved all payments, Invoices, Internal Audit, financial statements, receipts, transfers and countersigned cheques.  
Proposed by Councillors: Mr C Tabor, seconded by Mr N Andrews and agreed by all.

#### **154** 19/20 Streetlighting.

Councillors reports: None.

#### **155** 19/20 Highways:

- i A request for a Sutton Road sign to be installed on the Sutton Road at the Temple Farm Roundabout has been forwarded to Southend Borough Council and has been reported, installed by the RDC.
- ii Councillors reports: PROW sign still lying on the ground at Templegate Cottages, Sutton Road – Gully depression outside 6-7 Templegate Cottages (heavy lorries shaking Cottages), has still not been addressed by ECC Highways.

#### **156** 19/20 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.
- iii A trial 'Sutton with Shopland 'Facebook' page' is in the process of being set up by the Clerk.

#### **157** 19/20 Signatures on all leading documents and cheques:

- i To record that all Resolved leading documents and the cheque book from the 4<sup>th</sup> July 2020 Sutton Parish Council email meeting (COVID-19), were signed by the Chairman and a councillor, at a later date.
- ii To agree that: all Resolved leading documents and Cheques from this meeting, etc. are to be signed by the Chairman and a Councillor after the meeting, as organized by the Clerk.

**158** <sup>19/20</sup> **Next Agenda Items from Councillors.** *for next Agenda and exchange of information only.*

**Items:** Concerns on proposed SUPER COUNCILS White Paper (next Agenda) – Future SPC meetings?

**159** <sup>19/20</sup> **The next Sutton Parish Council Meeting:** to be held by 'email exchange' or as advised!  
( from advice by the NALC/EALC Legal Department re: an 'outside meetings' – TBA ).

Agreed: **24<sup>th</sup> OCTOBER 2020.**

There being no further business the Chairman agreed that the closure of the meeting to be at 11.30 pm.

**20<sup>th</sup> October 2020.**

**B. Summerfield Sutton, Parish Council Clerk/RFO.**