

MINUTES
OF THE SUTTON PARISH COUNCIL
HELD AT BEAUCHAMPS, SHOPLAND ROAD, ROCHFORD, SS4 0QQ
ON SATURDAY 3rd DECEMBER 2022.

- 55** 22/23 **To Record the Members and Public Present:** 10-00 am.
Councillor (Chairman) Mr C Tabor.
Parish Councillors: Mr N Andrews, Mr R Cann, Mr R Gaylor and Mr B Howat.
Ward and Essex County Councillor Mr M Steptoe.
Ward Councillor Mr J Gooding.
Members of the Public: None.
The Parish Clerk: Mr B Summerfield.
- 56** 22/23 **Apologies and reasons for absence:**
To be received by the Clerk only in person via: email, letter and telephone.
i Ward Councillor: Mr A Williams.
ii Acceptance of the reason for absence: Agreed.
- 57** 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.**
- 58** 22/23 **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, were advertised on the Website and Parish Notice boards.
- 59** 22/23 **To Receive the Minutes of the Meeting of the 1st October 2022.**
The Minutes were Resolved agreed.
Proposed by Councillors: Mr B Howat, seconded by Mr R Gaylor and agreed by all.
The Chairman signed the Minutes as a true record.
- 60** 22/23 **Matters Arising from the Minutes: (Not on the Agenda)**
(Minute 53) : Scotts Defibrillator
i The Clerk reported that the defibrillator was installed to the left of 'Scotts' carpark on the Sutton Road and is ready to be used.
ii A public opening of the defibrillator in the New Year will bring to the resident's and public the knowledge of the availability of the potentially lifesaving defibrillator.
- 61** 22/23 **Planning: (Consultations)**
i
i The Clerk's email/letters of 18th October 22 and 1st November 22 to Mr Jonathan Stephenson the CEO RDC re: Templegate Cottages contractors dust problems were read to the Council.
ii A reply from the CEO Mr Jonathan Stephenson has not been received.
iii After discussion it was agreed that the Clerk will write to the CEO requesting a response within three days. Sutton Parish Council (SPC) agreed that the failure to receive a detailed reply within three days will regretfully force the SPC to forward all unanswered questions to the ombudsman.
ii Councillor Mr R Gaylor reported on the current Contractors work on the Training Pitches on the Land North of Smithers Chase, Sutton Road and circulated a folder of relevant correspondence.
iii Application no: 22/01528/FULM Part Fossetts Farm Playing Field and Jones Memorial Ground and SUFC Training Ground, Eastern Avenue, Southend on Sea. (Circulated)
(PHASED ERECTION OF FOOTBALL STADIUM REPLACING PHASES 1A AND 2A OF THE PHASED FOSSETTS FARM PLANNING PERMISSION 17/00733/FULM: PHASE 1A COMPRISES EAST, WEST, SOUTH STANDS, CHANGING ROOMS; TICKET OFFICE; CLUB SHOP; FOOD DRINK CONCESSIONS; CAFE/RESTAURANT: TEMPORARY STADIUM WORKS INCLUDING: ERECT END STAND CLADDING, PRESS SEATS AND WORKROOM, DIRECTORS' SEATING AND BOX, SCOREBOARD AND FLOODLIGHTS, NEW VEHICULAR ACCESSES FROM FOSSETTS WAY; PHASE 2A COMPRISES STADIUM NORTH STAND RESIDENTIAL, 224 UNITS: PARKING AND LANDSCAPING REPLACING THE STADIUM PERMITTED BY PERMISSION 17/00733/FULM ADDRESS: PART OF FOSSETTS FARM PLAYING FIELDS AND JONES MEMORIAL REC GRD AND SUFC TRAINING GRD EASTERN AVENUE SOUTHEND-ON-SEA ESSEX) was Noted.
iv Application no 22/00996/FUL IIKE Homes Land Ltd; Pond to the East of Smithers Chase, Sutton Road. (Variation of Condition 14 (Local Equipment Area of Play) Following Grant of Planning Permission ReF: 21/00374/FUL to Enable a Different Time Frame for First Use) was Noted.

- v Application no 22/01106/FUL Land North of Smithers Chase, Sutton Road, Rochford.
(Temporary Planning Permission for a Period of 3 Years for the Siting of Five Single Storey Modular Buildings for Welfare/Training Use) – Agreed, No comment.

Councillor Mr C Tabor declared an interest in the next Agenda item and took no part in the proceedings.

Vice Chairman Councillor Mr N Andrews assumed the Chairmanship.

- vi The ECC Highways recommendation re: 22/00924/FUL Land Adjacent to 1, Fleet Hall Cottages, Sutton Road.
(Proposed Two-Bedroomed Detached Cottage) was noted.

Councillor Mr C Tabor re-assumed the Chairmanship of the meeting.

62 22/23 Correspondence:

- i An e/letter November 2022 from RHALC re: 20th October 22 Minutes was recorded.
ii Letters/emails, Publications and Bundles: Making the Links, Fieldwork, Bus timetables, Essex Area Forum, etc.

63 22/23 Finance: (Precept)

- i The Clerk's spreadsheet estimates on the Precept demand on Rochford District Council for 2023-2024 were discussed at length.
ii Resolved the Precept demand on the Rochford District Council for the Financial year 2023-2024 is £8,200-00.
Proposed by Councillors: Mr R Cann, seconded by Mr N Andrews and agreed by all.

64 22/23 Finance:

- i The SPC Financial and Barclays Bank Statements ending 24th October 2022 were recorded.
ii The Barclays Bank/SPC statements were agreed by Councillors: Mr R Cann and Mr N Andrews.
iii Resolved the circulated notification of the Clerk's NALC/EALC agreed pay rise at SCP 27 of £16.58 per hr – to £17.58 per hr and backdated to 1st April 2022 was recorded.
Proposed by Cllrs: Mr R Gaylor, seconded by Mr B Howat and agreed by all.
iv An instruction letter to Barclays Bank, changing the Clerk's Salary Standing Order to the newly awarded NALA/EALC rate of **£260.19** NETT per month from 5th January 2023 was recorded.
v The Clerk's back dated salary payment of the 5th January 23 of (9 months x £18.5) £166-00 NETT was recorded.
vi The E-on payment of £44-10 refunded Credit was recorded.
vii A payment to HMRC-PAYE re: the 3rd Quarter RTI payment @ £ 184-02 was recorded.
viii Invoices December 2022 from Mr Pitts re: 099A/2B/3B @ £110-00/£110-00/£110-00 were recorded.
ix An Invoice November 2022 from Mr R Gaylor/Royal British Legion re: wreath @ £23-98 was recorded.
x An Invoice November 2022 from B Summerfield/StinkyInk.com re: Printing inks @ £37-99 was recorded.
xi The payment October 2022 re: HMRC-PAYE re: the 2nd Quarter RTI payment @ £ 184-02 was recorded.
xii The payment October 2022 re: Invoices August/September 2022 from Mr Pitts re: 094A/09A @ £110-00 @ £110-00 were recorded.
xiii The payment October 2022 re: agreed donation to the Essex Air Ambulance at £50-00 was recorded.
xiv The D/D Invoices October/November 2022 from 1&1 re: website @ £18.04/£18-04 were recorded.
xv The Clerk's salary standing order payments for October/November 2022 @ £241-09 were recorded.
xvi The D/D Invoices October/November 2022 to Npower (Streetlighting) invoices @ £69-25/£76.09 were recorded.
xvii 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.

65 22/23 Streetlighting:

- i Councillor reports: None.

66 22/23 Highways, Pavements and Public Rights of Way:

- i Councillor reports: The vegetation overgrowth on the Sutton Road and Shopland Road pavements, to be reported.

67 22/23 Website:

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

68 22/23 Remembrance Sunday 13th November 2022:

Councillor reports: All agreed a good event.

69 22/23 Next Agenda Items from Councillors.

for next Agenda and exchange of information only.

Items: None

70 22/23 The next Sutton Parish Council Meeting:

Agreed: **4th FEBRUARY 2023** (AT BEAUCHAMPS, SHOPLAND ROAD, ROCHFORD, SS4 0QQ)

There being no further business and with thanks for his hospitality, the Chairman closed the meeting at 12.02 pm.