## MINUTES

## OF THE MEETING OF SUTTON PARISH COUNCIL

## HELD at BEAUCHAMPS, SHOPLAND ROAD

## on SATURDAY 7th JANUARY 2017.

**at 9.00 am.**

**102 16/17 To Record the Members Present:** 9.00 am

Councillor Mr C J Tabor (Chairman).

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

Ward Councillor and Deputy Leader of the RDC, Councillor Mr M Steptoe.

Members of the Public: None.

Mr B. Summerfield. [Parish Clerk].

**103 16/17 Chairman's opening remarks.**

The Chairman wish all councillors a \*Happy New Year\*.

**104 16/17 Apologies and reasons for absence:**

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

Ward Councillor Mr M Lucas-Gill.

**105 16/17 Declarations of Interests: on items on the Agenda.**

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

None declared.

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

**them, during the progress of the meeting.**

**106 16/17 Public Forum:** ( 5 min per person only )

(Specifically for visiting Ward/County Councillors and questions/statements from members of the public).

i Ward Councillor Mr M Steptoe reported: Various planning issues were covered especially 120 proposed houses at

the end of Barrow Hall Road – a 106 provides for the exit from the site will have a ‘No left Turn’ indicated or

‘Road Build Out’ to prevent cars using Barrow Hall Road as a rat run onto the Shopland/Sutton Road – No

news on the Rochford Police Station use – The ‘Pit Road to be removed’ is questioned as the pits are reported to

been found to have sunk lower than anticipated – the need for a bypass (potentially through Sutton) to the A127

was discussed - the Old House in South Street is being appraised by the RDC as a possible Wedding venue or

Museum, etc. etc - The Fossetts Hospital site potential for future development, coupled with the duty to co-operate

with the RDC, raises concerns for Sutton Parish - Three or more local farm burglaries in December were discussed

and local Councillor for Wakering and Barling Magna, Mr Laurie Street has died.

ii Public questions/statements to the SPC None.

**107 16/17 To receive the Minutes of the Meeting of 3rd December 2016.**

The Minutes were read and were Resolved to be agreed.

Proposed by Councillors: Mr B Howat, seconded by Mrs B Loughborough and agreed by all.

The Chairman duly signed the Minutes as a correct record.

**108 16/17 Matters Arising from the Minutes:** (Not on the Agenda)

i (Minute 91) Flower dingy at Templegate Cottages

Councillors: Mrs B Loughborough and Mr R Gaylor have produced an action plan and will be seeking sponsorship

locally.

ii (Minute 93/ii) RDC re: Networking Event, Wednesday 25th January 2017.

The Clerk will email the Agenda to councillors for this meeting, when received.

iii (Minute 93/x) Returned 1&1 Sutton letter.

The Clerk’s report in progress, to the next Agenda:

iv (Minute 97) Post box outside ‘Winters’.

The Clerk reported chasing the Post Office for information.

Councillors reported a new post box is now in place.

109 16/17 The Community Plan Steering Group.

Councillor Mr R Gaylor reported a meeting is to be held at the end of the month, has spoken with Sarah Sapsford

of the RCCE and will forward copies of the plan to the SPC for proof reading when he receives it from the

Steering Group members.

**110 16/17 Correspondence*.***

i An e/letter December 2016 from RDC re: Register of Electors was recorded.

ii An e/letter December 2016 from RDC re: Budget Survey was recorded.

iii An e/letter December 2016 from RAVS re: small PC grants for local groups was recorded.

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

etc: placed on the table.

**111 16/17 Planning**

Application no 15/00/FUL None.

**112 16/17 Finance**

**A Precept 2017-2018:**

i Information from the EALC re: no Government capping of Parish Councils for 2017-2018 was noted.

ii The RDC Information re: Precept grant allocations for 2017=2018 were recorded.

iii Financial information from the Clerk re:

i the breakdown of the collective costs up to 31st March 2017 was discussed and £2,197 was agreed as

the approximated residual reserves.

ii After an in-depth discussion:

Resolved the precept demand on the Rochford District Council for 2017-2018 is £6,600.

B General Finance:

i i The SPC Financial Statement ending December 2016 was recorded.

ii The above balances were checked against Bank Statements by Councillors: Mr R Gaylor and Mr B Howat.

ii A quarterly payment to HMRC re: January (3rd Payment) PAYE @ £154-80 was recorded.

iii An Invoice December 2016 from Mr Pitts re: 28261 green Maintenance @ £55-00 was recorded.

iv An Invoice December 2016 from Mr Pitts re: 28265 green Maintenance @ £55-00 was recorded.

v An Invoice December 2016 from RCCE re: Annual subscription @£48-00 was recorded.

vi An Invoice January 2017 from Mr N Andrews re: Wreath @ £17-50 was recorded.

vii An Invoice January 2017 from W&H (Romac) Ltd re: streetlight, Sutton Road @ £…….. was not received.

viii The payment December 2016 to Mr Pitts re: 28255 green Maintenance @ £55-00 was recorded.

ix The monthly Standing Order salary payment to the Clerk @ £202-22 nett was recorded.

x Resolved: all payments, the Precept 2017-2018, financial statements, receipts, transfers and countersigned

cheques above.

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

113 16/17 Streetlighting:

i An email of December 2016 re: the connection schedule date of 17th January 2017 for the Pole Bracket/Streetlight

energy supply on Sutton Corner, was received from UK Power Networks.

ii The Clerk reported the quoted advised costs of installing LED’s to Streetlights were approximately £350 per head.

Clerk to research if there are any grants available for this type of project.

iii Councillors reports: None.

**114 16/17 Highways:**

i Cllr Mrs B Loughborough reported on a potential new notice board (to bolt to the existing).

Agreed that Councillor Mr N Andrews and the Clerk will research the way forward for the above on the Main Notice

Board in the Church Hall carpark.

ii Councillors reported; A blocked gully at Templegate Cottages – The site lines at the Stonebridge Junction need to be

improved approaching from the Shopland Road, as traffic from the left is obscured by the corner cottage hedge - The damaged railings at the Electricity substation on the Shopland Road has been chased by Councillor Mr M Steptoe who

also reported LDF potential funding for a feasibility survey of Sutton Corner @ £10,000 – Requests for a Road Sign at

the Purdey’s Junction to remind drivers coming from Southend towards Rochford, to indicate turning right or left, in

the interests of road safety.

**115 16/17 Website updates:**

The Clerk reported the site up to date.

**116 16/17 Next Agenda Items from Councillors**. *for next Agenda and exchange of information only.*

Items: None.

**117 16/17 The next Sutton Parish Council Meeting**

**Agreed: Saturday 4th March 2017**

to be held at Beauchamps, Shopland Road at 9.00 am.

**There being no further business the Chairman closed the meeting, with thanks for his hospitality from the councillors, at 10.42 am.**

**28th February 2017. B Summerfield**

**Sutton Parish Council Clerk.**