##  MINUTES

##  OF THE MEETING OF SUTTON PARISH COUNCIL

##  HELD at BEAUCHAMPS, SHOPLAND ROAD

##  on SATURDAY 4th MARCH 2017

 **at 9.00 am.**

**118 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.

 Ward Councillor Mr M Lucas-Gill

 Members of the Public: None.

 Parish Clerk: Mr B. Summerfield.

**119 16/17 Chairman's opening remarks.**

 The Chairman welcomed all present.

**120 16/17 Apologies and reasons for absence:**

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

Ward Councillor Mr A Williams.

**121 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.**

**122 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:

 The Rochford Police Station has been sold – the Old Roach School is in Planning for a possible retirement home –

 the Old House in South Street is being appraised by the RDC as a possible Wedding venue or Museum, etc. etc –

 A new roundabout on Cherry Orchard Road is being constructed to feed the new Business Park -

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

 raises concerns for Sutton Parish

xx Councillor Mr C Tabor discussed the 120 proposed houses at the end of Barrow Hall Road – a 106 providing for the

 exit from the site having 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 and also requested more Police presence in the Rochford Square.

ii Public questions/statements to the SPC None.

**123 16/17 To receive the Minutes of the Meeting of 7th January 2017.**

The Minutes were read and were Resolved to be agreed.

 Proposed by Councillors: Mr B Howat, seconded by Mr N Andrews and agreed by all.

 The Chairman duly signed the Minutes as a correct record.

**124 16/17 Matters Arising from the Minutes:** (Not on the Agenda)

i (Minute 108/i) Flower dingy at Templegate Cottages

 Councillors: Mrs B Loughborough and Mr R Gaylor reported their progress.

 Mrs B Loughborough has constructed a letter to all residents and the SPC agreed the content.

 The Clerk will deliver copies of the above under the SPC title to all residents, together with the GWCA Newsletter.

ii (Minute 108/ii) RDC re: Networking Event, Wednesday 25th January 2017.

 Councillor Mr R Gaylor and the Clerk reported a very interesting and instructive networking event and recommended

 the future attendance of councillors.

iii (Minute 108/iii) 1&1 Website charges to Sutton

 The Clerk reported the successful D/D on the latest Bank statement.:

iv (Minute 114/ii) Blocked gully at Templegate Cottages

 i the Clerk reported the ref. no. 2506381

 ii Councillor Mr R Gaylor reported it has been inspected by Highways.

v (Minute 114/ii) Site lines at the Stonebridge Junction

 The Clerk reported the ref. no. 2506382.

vi (Minute 114/ii) The Damaged Bridge, Shopland Road.

 The Clerk reported the ref. no. 2506383 and that the work has been completed.

vii (Minute 114/ii) Road Sign at the Purdey’s Junction

 The Clerk reported an email to ECC Highways requesting extra road signs in the interest of road safety.

**125 16/17 Parish Plan Steering Group.**

i Councillor Mr R Gaylor’s reported work in progress.

Ii Councillor Mr M Steptoe recommended that the Parish Plan is completed as soon as possible.

**126 16/17 Correspondence*.***

i A e/letter from the RDC re: Council Tax Bill for 2017-2018 was noted.

ii i An e/letter January 2017 from RDC re: the River Crouch Guide and requested contribution of £50-00

 towards a reprint.

 ii Agreed the Clerk to circulate a copy of the publication for the next Agenda

iii A letter January 2017 from Ward Councillor Mrs L Shaw re: request for a contribution (£?) towards

 the provision of reflective smiley badges for school children to wear in the interest of Road Safety was noted.

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

 etc: placed on the table.

**127 16/17 Planning**

 None

**128 16/17 Finance**

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

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

ii The Clerk’s Office use report/charge for 2016-2017 @ £ 36-60 gross was recorded.

iii The Clerk’s Salary + Office advice March 2017 as D/D £257.90 + Office @ £36-60 = £294-50 gross was recorded.

iv The fourth quarter payment 2016-2017 to HMRC (PAYE-RTI) @ £162-20 was recorded.

v An Invoice March 2017 from B Summerfield re: Fuel allowance 2016-2017 @ £ 38-64 was recorded.

vi An Invoice January 2017 from B Summerfield re: Information Commission, Data Protection @ £35-00 was recorded.

vii An Invoice January 2017 from B Summerfield/W&H (Romac) Ltd re: 132873 Streetlight, @ £86-46 was recorded.

viii An Invoice February 2017 from W&H (Romac) Ltd re: 132898 Streetlight, Shopland Road @ £143-46 was recorded.

ix The payment January 2017 to Mr Pitts re: 28261 green Maintenance @ £55-00 was recorded.

x The payment January 2017 to Mr Pitts re: 28265 green Maintenance @ £55-00 was recorded.

xi The payment January 2017 to RCCE re: Annual subscription @£48-00 was recorded.

xii The payment January 2017 to Mr N Andrews re: Wreath @ £17-50 was recorded.

xiii The Clerk reported the PRECEPT demand on Rochford District Council for 2017-2018 @ £6,600-00 was recorded.

xiv The February 2017 Standing Order salary payment to the Clerk @ £202-22 nett was recorded.

xv Resolved: all payments, financial statements, receipts, transfers and countersigned cheques above.

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

129 16/17 Streetlighting:

i The Clerk’s report re: UK Power Networks P6 connection schedule date of 17th January 2017 is delayed

 because of traffic control problems and the date is now to be rescheduled for a Sunday. The date to be notified.

iii Councillors reports: None.

**130 16/17 Highways:**

i i Councillor Mr N Andrews reported the costs of supply and fitting the additional glass framed fixture to

 the Main Notice Board in the Church Hall carpark.

 ii Resolved: the selected new framed/transparent faced and lockable notice display unit @ £ 266-40.

 Councillor Mr Andrews and Clerk to assist fitting the frame.

 Proposed by Councillors: Mr N Andrews, seconded by Mr C Tabor and agreed by all.

ii Councillors reports: Two accidents were reported at the Sutton Corner in February 2017.

**131 16/17 Website updates:**

 The Clerk reported the website up to date.

**132 16/17 Next Agenda Items from Councillors**. *for next Agenda and exchange of information only.*

 Items:

**133 16/17 The next Sutton Annual Parish Meeting**

 **Agreed: Saturday 6th MAY 2017**

to be held at **All Saints Church, Sutton.**

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to be held at **All Saints Church, Sutton.**

There being no further business the Chairman closed the meeting, with thanks for his hospitality from the councillors,

at 10-51.

**16th May 2017. B Summerfield**

**Sutton Parish Council Clerk.**