

**MINUTES**  
**OF THE SUTTON PARISH COUNCIL**  
**HELD AT BEAUCHAMPS, SHOPLAND ROAD, ROCHFORD, SS4 0QQ**  
**ON SATURDAY 5<sup>th</sup> MARCH 2022.**

(Meeting conducted under the issued Coved-19 Risk Assessment Rules)

**83** 21-22 **To Record the Members and Public Present:**

10 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 Councillors Mr Jim Gooding and Mr A Williams.

Members of the Public: None.

The Parish Clerk: Mr B Summerfield.

**84** 21-22 **Apologies and reasons for absence:**

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

Councillors: None.

ii Acceptance of the reason for absence: Agreed.

iii Ward Councillors: None.

**85** 21-22 **Declarations of Interests**

i **To receive all declarations of interests:** None.

ii **The Chairman reminds Councillors to declare any further interests as they became evident to them, during the progress of the meeting.**

**86** 21-22 **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 Ward Councillor Mr Jim Gooding reported:

The results of the appeal by the developers Bloor Homes re: the planning refusal for the Ashingdon Building project for some 600 houses, is expected on 11<sup>th</sup> March 22 – the Tapestry Exhibition is located at Scotts of Southend in Sutton – the Councillor is taking part in a litter-pick on the Sutton Road and Shopland Road in due course - the 'Food Share Scheme' is available to all Sutton residents – all food donations to the Councillor.

ii Ward Councillor Mr Arthur Williams reported: the RDC Platinum Purse for Jubilee celebrations at £500 per parish – Football Stadium updates - a £1M Rochford District Community Fund.

iii Essex County Councillor Mr Mike Steptoe reported: has forwarded various ECC road works and repairs to our local roads – the Scotts of Southend defibrillator was discussed – the Locality Fund was discussed - £5,000 for 'Levelling Up' when defined by the Government– the RDC budget is set - ECC: will direct £2M towards Highways 2022/23 – ECC Social Services cost £1.8 M per day – Ringway Jackson contract to be reviewed 22/23 – LHP £200,000 extra year 2022-23 – potential VAS funding for Parishes - Fossets discussed and the A127 Task Force Committee including the A127/A130 Fairglen Interchange updates.

iv To receive statements/questions and Emailed statements/questions from Members of the Public: None.

v To record that the public's potential involvement at the SPC meetings, were advertised on the Website and Parish Notice boards.

**87** 21-22 **To Receive the Minutes of the Meeting of 8<sup>th</sup> January 2022.**

The Minutes were Resolved agreed.

Proposed by Councillors: Mr R Gaylor, seconded by Mr C Tabor and agreed by all.

The Chairman signed the Minutes as a true record.

**88** 21-22 **Matters Arising from the Minutes: (Not on the Agenda)**

i (Minute 75/i) Tapestry display.

The Tapestry display is currently at Scotts of Southend, Sutton Road until 21<sup>st</sup> March 22.

ii (Minute 76/iv) Defibrillator Donation, requested receipt and Locality Fund.

The Clerk reported that the SPC defibrillator donation has been accepted by the Locality Fund.

**89** 21-22 **Planning:**

i Ratified the Clerk's email consultation response re: the SPC objection to Application no. 17/00436/FUL: The Training grounds proposals to the side of the Templegate Cottages.

Proposed by Councillors: Mr R Cann, seconded by Mr N Andrews and agreed by all.

ii Ratified the email agreement that Councillor Mr R Gaylor's represents the SPC views at the RDC Planning Development Meeting on 25<sup>th</sup> February 22 re: the SPC response to Application no. 17/00436/FUL:

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

iii Councillor Mr R Gaylor reported his attendance at the RDC Planning Development Meeting on 25<sup>th</sup> February 22. He reported he was able to put forward the Sutton Parish Council point of view and concerns but, was not confident that his voice was heard.

iv The Parish Council thanked Cllr Gaylor for his work and representations at the Planning Development meeting.

### **90 21-22 Correspondence.**

i The RDC Publication of the Council Tax Levy Schedule, 2022-23 was recorded.

ii An e/letter February 2022 from Essex and Herts Air Ambulance re: SPC donation was recorded.

iii An e/letter February 2022 from Essex Streetworks team re: Shopland Road closures was recorded.

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

### **91 21-22 Finance:**

i i The SPC Financial and Barclays Statements ending January/February 2022 were recorded.

ii Barclays Bank/SPC statements to be agreed by Councillors: Mr R Cann and Mr N Andrews & agreed by all.

ii A payment to HMRC re: Fourth quarter PAYE-RTI @ £ 155-40 was recorded.

iii An Invoice February 2022 from W&H (Romac) Ltd) re: P4/P5 damaged repaired @ £ 369-60 was recorded.

iii An Invoice February 2022 from Information Commission re: Data Protection fee @ £ 40-00 was recorded.

iii An Invoice February 2022 from Mr Pitts re: 080A December/January 22 @ £110/£110. was recorded.

vi The payment January 2022 to Essex and Herts Air Ambulance (Minute 59/i) @ £50-00 was recorded.

vii The Defibrillator donation payment January 2022 to Scott's of Southend @ £300-00 was recorded.

viii The payment January 2022 to HMRC re: PAYE-RTI 3<sup>rd</sup> Quarter payment @ £180-81 was recorded.

ix The payment January 2022 to B Summerfield/Amazon) re: 2 x Printer Toners @ £ 40-99 was recorded.

x To record the payment January 2022 to Mr R Pitts re: 076A/078A Green maintenance (October) @ £220-00.

xi To record the D/D Invoices January/February 2022 from E.On @ £123-60 was recorded.

xii To record the D/D Invoices January 2022 from 1&1 re: website @ £33.76 was recorded.

xiii To record the Clerk's salary standing order payments for January/February 2022 @ £241-09 was recorded.

xiv To resolve 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.

### **92 21-22 Potential celebrations of the Queens Platinum Jubilee 2<sup>nd</sup> - 5<sup>th</sup> June 2022.**

i The Chairman reported that the FOS are to meet next Tuesday 8<sup>th</sup> March 22 to discuss the above.

ii Information gathered by the Clerk was forwarded via the Chairman to the FOS, for their deliberations on potential local celebrations.

### **93 21-22 Streetlighting.**

i P4 and P5 damaged U/S, on the Sutton Road have been repaired.

ii Councillors reports: None.

### **94 21-22 Highways:**

i Clerk's report ref: 2762775 loose manhole cover opposite P7.

ii Councillor reports. Two falling 40 mph signs on the Shopland Road – pothole re-occurring at Sutton Ford.

### **95 21-22 Website:**

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

### **96 21-22 Next Agenda Items from Councillors.** *for next Agenda and exchange of information only.*

Items: Agreed: Potential for an extraordinary or email decision meeting to be arranged following the FOS Jubilee meeting.

### **97 21-22 The next Sutton Parish Council Meeting (AGM):**

to be held as agreed and further advised by any Government Covid 19 Announcement:

Agreed: **7<sup>th</sup> May 2022 .**

3<sup>rd</sup> May 2022.

B. Summerfield Sutton, Parish Council Clerk/RFO.