##  MINUTES

##  OF THE MEETING OF SUTTON PARISH COUNCIL

##  HELD AT BEAUCHAMPS, SHOPLAND ROAD

##  on SATURDAY 11th NOVEMBER 2017.

 **at 9.00 am.**

**63 17-18 To Record the Members Present:** 9.03 am

 Councillor Mr C J Tabor (Chairman).

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

 Ward Councillors: Mr M Lucas-Gill and Ward and Essex County Councillor Mr M Steptoe.

 Members of the Public: None.

 Mr B. Summerfield. [Parish Clerk].

**64 17-18 Chairman's opening remarks.**

 The Chairman welcomed all to the meeting and pointed out the exits and meeting point, in the event of an emergency.

**65 17-18 Apologies and reasons for absence:**

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

Ward Councillor Mr A Williams.

**66 17-18 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.**

**67 17-18 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 Lucas-Gill reported: the Old House in South Street, should be available as a Wedding venue

 in the new year – The Kings Head, Rochford planning development is proving controversial – two Banks are now

 closed and no new supermarket to date – Both Ward councillors serve on the Airport Committee and will carry

 any Sutton concerns if requested.

ii Ward Councillor Mr M Steptoe reported re: the new application for the Football Stadium training pitches and

 proposed new building in Sutton; points have been raised by the Ward Councillors in addition to the points

 raised by Sutton Parish Council and local residents – A number of issue have been raised concerning flooding

 issues in Sutton - A 106 agreement is allegedly and presently, not forthcoming from the SFB.

 Mucking Hall Road is scheduled to be closed for repairs – Templegate Cottages to be visited for gullies to be viewed

 – 20mph and parking issues are being discussed for the Rochford Square and the ‘Rural Clearway’ from Warners

 Bridge to Rochford Station, is on its way. Police are asking if ratepayers are prepared to pay more for Policing?

iii Public questions/statements to the SPC None.

**68 17-18 To Receive the Minutes of the Meeting of 9th September 2017.**

The Minutes were read and were Resolved to be agreed.

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

 The Chairman duly signed the Minutes as a correct record.

**69 17-18 Matters Arising from the Minutes:** (Not on the Agenda)

 (Minute 17/i) Flower dingy at Templegate Cottages

 Councillor Mr R Gaylor reported that the standpipe reconnection has not happened and that a different method of

 watering has been developed.

**70 17-18 Planning**

 **17/00346/FUL** Southend United’s proposed building and football training grounds in the Sutton with Shopland Parish.

 Application progress? Ward Councillor Mr M Steptoe’s report as above.

71 17-18 The Parish Plan Steering Group.

 Councillor Mr R Gaylor reported no progress.

**72 17-18 Correspondence*.***

i A letter of thanks October 2017 from Essex and Herts Air Ambulance re: donation of £50-00 was read to the Council.

ii A letter of thanks October 2017 from RR Citizens Advice Bureau re: donation of £50-00 was read to the Council.

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

 etc: placed on the table.

**73 17-18 Finance**

i i The SPC Financial Statements ending October 2017 were recorded.

 ii The above balances were checked against Bank Statements by Cllrs: Mrs B Loughborough and

 Mr N Andrews.

ii An Invoice October 2017 from Mr B Pitts re: 28295 Green maintenance @ £110-00 was recorded.

iii An Invoice November 2017 from Mr B Pitts re: 28300 Green maintenance @ £110-00 was recorded.

iv An Invoice November 2017 from Paglesham PC re: Eureka Supplies stationery @ £23-99 was recorded.

v An Invoice November 2017 from Paglesham PC re: Annual WinZip software @ £29-01 was recorded.

vi An Invoice November 2017 from W&H (Romac) Ltd re: Streetlighting repairs @ £299-22 was recorded.

vii An Invoice September 2017 from PKF Littlejohn re: Annual Audit @ £00-00 was recorded.

The Chairman allowed:

viii An Invoice November 2017 from Mr N Andrews re: Wreath @ £18-65 was recorded.

ix i The Annual Audit Return from the Audit Commission PKF-Littlejohn and their comments therein were

 read to the council and was recorded.

 ii The Chairman co-signed the refined alterations as requested by the Audit Commission and was recorded.

x The publication of Citizens Rights re: The Audit Return 2016-2017 was recorded.

xi The payment September 2017 to HMRC/B Summerfield) PAYE-RTI 1st Quarter (8/7/17) @ £154-80 was recorded.

xii The payment September 2017 to Mr Pitts re: 28286 green maintenance @ £110-00 was recorded.

xiii The payment September 2017 to Mr Pitts re: 28291 green maintenance @ £110-00 was recorded.

xiv The payment September 2017 to HMRC-RTI - PAYE 2nd quarter @ £154-80 was recorded.

xv The payment September 2017 to Cllr Mr N Andrews re: rebuild to the Parish Notice Board @ £88-27 was recorded.

xvi The donation September 2017 to the Citizens Advice Bureau @ £50-00 was recorded.

xvii The donation September 2017 to the Essex Air Ambulance @ £50-00 was recorded.

xviii The DD payments August to 1&1 re: Website @ £36-16 was recorded.

xix The quarterly D/D to E-on for October 2017 @ £229-29 was recorded.

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

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

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

74 17-18 Streetlighting:

i The Clerk reported: the Beauchamps streetlight and a road survey on power outages has revealed that the two streetlights

 outside the Church Hall have a low voltage and no voltage.

 A special UKPowernetworks form for repairs is downloaded.

ii The Clerk reported: he is awaiting the SPARIX/LED street lighting quotations for consideration, in time for the Precept

 2018-2019 discussions.

iii Councillors reports: None.

**75 17-18 Highways:**

i Ward Councillor report re: broken Gully on Shopland Road ref: 2534759.

ii Councillors reports: The reported knocked down 40mph speed pole was discussed - a ‘Speed Watch’ on the

 Sutton Road was discussed.

**76 17-18 Website updates:**

 The Clerk reported the website will be up to date when today’s meeting information, is uploaded.

**77 17-18 Sutton Act of Remembrance Service at the Village Sign at 9.45 am.**

 The organisation was discussed and Tea/coffee agreed for afterwards in the Church.

**78 17-18 Next Agenda Items from Councillors**. *for next Agenda and exchange of information only.*

 Items: None

**79 17-18 The next Sutton Parish Council Meeting**

 **Agreed: Saturday 6th JANUARY 2018.**

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

**There being no further business the Chairman closed the meeting, having received thanks for his hospitality at 10-24am.**

**2nd January 2018. B Summerfield, Sutton Parish Council Clerk.**