##   MINUTES

##  OF THE MEETING OF SUTTON PARISH COUNCIL

##  HELD AT BEAUCHAMPS, SHOPLAND ROAD

##  on SATURDAY 26th OCTOBER 2019,

 **at 9.00 am.**

**66 19/20 To Record the Members Present: 9.00 am**

Councillor (Chairman) Mr C Tabor.

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

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

 Members of the Public: None.

 The Parish Clerk: Mr B Summerfield.

**67 19/20 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.

**68 19/20 Apologies and reasons for absence:**

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

 The Council accepted Councillor Mr N Andrews apology.

**69 19/20 Declarations of Interests: on items on the Agenda.**

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

**ii Ward Councillors: Mr M Lucas-Gill and Mr A Williams declared an interest as a member of the Rochford District**

 **Planning committee**

**iii The Chairman reminds Councillors to declare any further interests as they became evident to them, during the**

 **progress of the meeting.**

**70 19/20 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 Councillors: Mr M Lucas-Gill, Mr M Steptoe and Mr A Williams reported:

 The £1M Funding for Rochford District Playgrounds is being put to good use – There has been no call for homeless in temporary B&B accommodation - all homeless persons have been accommodated in temporary housing in South Street and Francis Cottage, Rayleigh with the Kings Head, Rochford to be brought on stream - An increased police presence in Rochford – Council discussions on CCTV for the whole district is being evaluated - 300.000 trees to be planted by Essex County Council – More Grass verges cuts to be investigated – Asset tenders are out for the Civic Suite, Rayleigh, Mill Hall, Freight House, South Street, etc. – 120 houses at Great Wakering and the controversial entry/exit on Barrow Hall Road, in discussion –

**71 19/20 To Receive the Minutes of the Meeting of 31st August 2019.**

 The Minutes were read and were Resolved to be agreed.

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

 The Chairman duly signed the Minutes as a correct record.

**72 19/20 Matters Arising from the Minutes: (Not on the Agenda)**

i (Minute 56/i) Potential ‘Discover 20/20’ events with Barling Magna:

 After two meetings it is proposed that the 20-20 involvement is:

 i Sutton:

 i A Cream Tea run by Jenny Murrell at Shopland Hall for all residents and ex residents (50 persons)

 ii The Wakering Choir at Sutton Church,

 iii Flower Dinghies

 ii Barling:

 i VE day Dance

 ii A Summer event in the ‘Parry’

 iii Barling/Sutton:

 Combined walks and support from both parishes for all events. (Dates to be announced).

ii (Minute 56/ii) Remembrance Sunday.

 Clerk reported:

 i Amplifier: purchased.

 ii Rev. Sharon Guest. Contacted and start time to be agreed

 iii 2019 Act of Remembrance Service sheet: agreed with start time to be inserted.

 iv A Sutton Remembrance Sunday flyer to be circulated by the Clerk.

iii (Minute 61/i) Streetlight P12 insurance updates

 Received e/letter 4th October 2019 confirming funding @ £1,582-00 nett (connection) and £486.90 nett (column).

 Clerk reported that insurance did not cover the initial re-fixing costs of the damaged P12 Pole bracket @ £ 246-87.

**73 19/20 Planning:**

 FYI - Planning application no. 19/00504/FUL Temple Farm Grain Store (approved) was discussed and noted.

**74 19/20 Correspondence*.***

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

 Were noted.

**75 19/20 Finance:**

i i The SPC Financial Statements ending September 2019 were recorded.

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

ii i Councillors reported re: the Barclays Bank Mandate.

 ii Confirmation of the Mandate Change request from Barclays Bank was recorded.

iii The publication of the Conclusion of the SPC Audit 2018-2019 on the website and Noticeboards was recorded.

iv An email confirmation of the insurance claim for Streetlight P12 from Came and Co was recorded.

v The payment dated August 2019 to Heelis and Lodge re: Internal Audit 2018-2019 @ £128-00 was recorded.

vi The Council ratified payment dated August 2019 to UK/Powernetworks (P12) @ agreed amount of £1,898-40 gross

 was recorded.

vii An Invoice August 2019 from Mr Pitts re: 011A Green Maintenance @ £110-00 was recorded.

viii An Invoice September 2019 from Mr Pitts re: 015A Green Maintenance @ £110-00 was recorded.

ix An Invoice September 2019 from H&W (Romac) Ltd re: P6 conversion to LED head @£ 427-08 was recorded.

x An Invoice October 2019 from B Summerfield/Amazon re: Vocal-Star amplifier @ £ 99-00 was recorded.

xi An Invoice September 2019 from H&W (Romac) Ltd re: 134391 P12 conversion to Column@ £ 584-28 was recorded.

xiii The payment August 2019 to HMRC re: second quarter PAYE-RTI @ £166-00 was recorded.

xiv The payment August 2019 to Councillor Mr N Andrews re: November Wreath 2018 @ £16-00 was recorded.

xv The payment August 2019 to Mr Pitts – 007A Green Maintenance @ £110-00 was recorded.

xvi The payment August 2019 to Essex and Herts Air Ambulance August 2019 as agreed @ £50-00 was recorded.

xvii The D/D Invoice October 2019 to E-on re: streetlighting @ £ 321-73 was recorded.

xviii The D/D Invoice September/October 2019 to 1&1 IONOS re: website @ £ 8-44/£ 8-44 were recorded

ixx The Clerk’s salary standing order payments for September/October 2019 @ £221-41/£221-41 were recorded.

xx Resolved: all payments, Internal Audit, financial statements, receipts, transfers and countersigned cheques above.

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

**76 19/20 Streetlighting.**

 P6 has been converted to LED –

 P12 is now converted to a column – Agreed UK Powernetworks to connect –

 Clerk to update suppliers on the LED conversion and less power used!

**77 19/20 Highways:**

i Public Path Diversion Orders 2019 FP 10 Sutton was noted.

ii Coastal Access maps for the proposed: Southend on Sea to Wallasea Island coastal path were circulated.

**78 19/20 Website:**

 The website will be further brought up to date with the inclusion of all information from this meeting.

**79 19/20 Next Agenda Items from Councillors.** *for next Agenda and exchange of information only.*

 Items: Updates on the Southend Football Club planning at Fossetts.

**80 19/20 The next Sutton Parish Council Meeting:** to be held at Beauchamps, Shopland Road, Sutton.

 **Agreed:** **21st DECEMBER 2019**. (Precept)

**There being no further business and with thanks for his hospitality, the Chairman closed the meeting at 10.14 am.**

**17th December 2019. B Summerfield, Sutton Parish Council Clerk/RFO.**