

**MINUTES**  
**OF THE SUTTON PARISH COUNCIL**  
**HELD AT BEAUCHAMPS, SHOPLAND ROAD, ROCHFORD, SS4 0QQ**  
**ON SATURDAY 30<sup>th</sup> October 2021.**

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

**52** 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 and Ward Councillor Mr Jim Gooding.

Members of the Public: None.

The Parish Clerk: Mr B Summerfield.

**53** 21-22 **Apologies and reasons for absence:**

i To be received by the Clerk only in person via: email, letter and telephone. None.

ii Acceptance of the reason for absence: None.

Ward Councillors: Mr A Williams (Council business).

**54** 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.**

**55** 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 Essex Councillor Mr M Steptoe reported:

i His following on-line of the Southend Borough Planning decisions for the Southend United Football Stadium and housing on Fossetts Farm.

ii Planning permission have been granted including various infrastructure improvements on local roads.

ii No news from the RDC Planning on the Training grounds planning proposals to the side of the Templegate Cottages, Sutton, area to date.

iii Alleged overnight closures of Purdeys IND Est entrance on the Sutton Road, from 12th November 21 has not been clarified by the ECC Highways to date.

iv An appeal has been launched by the developers Bloor Homes, for the planning refusal for the Ashingdon Building project for some 600 houses and is to be heard on 26th January 2022.

v Ward Councillor Mr Jim Gooding reported:

i his interest in the development of a local museum to reflect the interesting and historic local Rochford development and influences over the last centuries.

ii There will be a popup showing of the tapestries at the Rochford Parish Council Rooms between 10-2pm on Tuesdays and the 'Food Share Scheme' is available to all Sutton residents.

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

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

**56** 21-22 **To Receive the Minutes of the Meeting of 4<sup>th</sup> September 2021.**

The Minutes were circulated to Councillors and they were Resolved to be agreed.

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

The Chairman Councillor Mr C Tabor duly signed the Minutes as a correct record.

**57** 21-22 **Matters Arising from the Minutes: (Not on the Agenda)**

Items: None.

**58** 21-22 **Planning**

i Application no 21/00606/FUL Surfanic, Shopland Hall Equestrian Centre, Shopland Road, Sutton. SS4 1LT. (Roof Extension, Installation of Solar Panels and External Alterations to Existing Barn) – Sutton Parish Council agreed the application.

ii Application no 21/00771/COU Shopland Hall Equestrian Centre, Shopland Road, Sutton. SS4 1LT. (Proposed Change of Use to Open Storage (Use Class B8) to Include Storage for Skips, Caravans, Fencing and Shipping Containers. Construct New Banks and Sleeper Walls) - Sutton Parish Council agreed the application and request that planning enforce that the containers do not exceed one container height and that the total Caravans are limited to no more than 18.

iii Application no 21/00929/COU Shopland Hall Equestrian Centre, Shopland Road, Sutton. SS4 1LT. (Change of Use of Land for Use as Holiday Camping Site Including the Construction of Two Yurts) - Sutton Parish Council agreed the application.

iv The Parish Council's consultation responses to the New Local Plan Spatial Options Document was recorded.

## **59** 21-22 Correspondence.

- i An e/letter September 2021 from Essex and Herts Air Ambulance Trust re: donation was discussed and a donation was agreed at £50-00.
- ii An e/letter September 2021 from the Essex Heritage Trust re: Funding/grants was recorded.
- iii Notification September 2021 from the RDC re: Flood Forum on Zoom on Monday 1<sup>st</sup> November 21 at 2pm was recorded.
- iv Correspondence September 2021 re: RDC signature update on Members Register of Interests forms was recorded.
- v Letters/emails, Publications and Bundles: Making the Links, Fieldwork, Bus timetables, Essex Area Forum, etc.

## **60** 21-22 Finance PRECEPT (2022-23):

- i The Council received the Clerk's spreadsheet calculations and explanation of the contents.
- ii The Draft RDC Council Tax Base 2022-23 is as advised 52.1  
After discussion it was:
- iii Resolved that the Precept for 2022-23 will be the same as this current year 2021-22 @ £8,000-00.  
Proposed by Mr R Gaylor, seconded by Mr R Cann and agreed by all.
- iv The estimated reserves at 31<sup>st</sup> March 2022 will be approximately £6,976.11 calculated as 87.2 % reserves.

## **61** 21-22 Finance:

- i
  - i The SPC Financial Statements ending September 2021 were recorded.
  - ii The Barclays Bank statements x 2 were agreed by Councillors: Mr C Tabor, and Mr N Andrews.
- ii Councillor Mr C Tabor reported that the costs of a Barley Bench (potentially to be installed at the Sutton Corner) was £400 plus the costs of installation.  
The Council agreed that the costs were too prohibitive!
- iii An Invoice October 2021 from Cllr R Gaylor re: 1 x Medium Poppy Wreath RBL @ £ 17.99 was recorded.
- iv An Invoice October 2021 from Mr Pitts 073A green maintenance for September 21 @ £110-00 was recorded.
- v The payment September 2021 to HMRC re: 2<sup>nd</sup> quarterly payment PAYE-RTI @ £155-40 was recorded.
- vi The payment September 2021 to B Summerfield/Office Stationery @ £50-32 was recorded.
- vii The payment September 2021 to B Summerfield/Amazon re: Laser Toner @ £45-99 was recorded.
- viii The payment September 2021 to Mr Pitts re: 068A Green maintenance @ £110-00 was recorded.
- ix The payment September 2021 to Mr Pitts re:078A Green maintenance @ £110-00 was recorded.
- x The D/D Invoices September/October 2021 from 1&1 IONOS re: website @ 18-04 was recorded.
- xi The D/D Invoice September/October 2021 to E.On @ £170-08 was recorded.
- xii The Clerk's salary standing order payments for September/October @ £241-09 was recorded.
- xiii Resolved all payments, Invoices, Internal Audit, financial statements, receipts, transfers and countersigned cheques.  
Proposed by Councillors: Mr N Andrews, seconded by Mr R Cann and agreed by all.

## **62** 21-22 Streetlighting.

Councillors reports: None.

## **63** 21-22 Highways:

- i The Clerk reported the pothole outside Sutton Manor. Ref: 3601918, now ref: (2747313).
- ii Councillors reported the small chevron on the corner nearest to Butler Gate.

## **64** 21-22 Remembrance Sunday 14<sup>th</sup> November 2021.

Councillors agreed the content of the Remembrance Service sheet and including a copy to be posted to all Sutton residents.

Clerk and Chairman are working on potential attendees to finalise the Service Sheet content.

## **65** 21-22 Website:

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

## **66** 21-22 Next Agenda Items from Councillors.

*for next Agenda and exchange of information only.*

Items: None.

## **67** 21-22 The next Sutton Parish Council Meeting:

to be held as agreed and further advised by the latest Government Covid 19 Announcement!

**Agreed: 8<sup>th</sup> JANUARY 2022** at 10 am.

There being no further business the Chairman closed the meeting (with thanks for his hospitality) at 11.36 am.

4<sup>th</sup> January 2022.

**B. Summerfield Sutton, Parish Council Clerk/RFO.**