## MINUTES

## OF THE MEETING OF SUTTON PARISH COUNCIL

## HELD AT BEAUCHAMPS, SHOPLAND ROAD

## on SATURDAY 9th SEPTEMBER 2017.

**at 8.30 am.**

**46 17-18 To Record the Members Present:** 8.45 am

Councillor Mr C J Tabor (Chairman).

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

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

Members of the Public: None.

Mr B. Summerfield. [Parish Clerk].

**47 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.

**48 17-18 Apologies and reasons for absence:**

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

Ward Councillor Mr A Williams.

**49 17-18 Declarations of Interests: on items on the Agenda.**

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

Councillors Mr C Tabor declare a pecuniary interest in the planning item: no 17/00615/LDC, Butlers Farm Cottage.

ii **The Chairman reminds Councillors to declare any further interests as they became evident to**

**them, during the progress of the meeting.**

**50 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 RDC development Committee are to apply to the Secretary of

State for Change of Use for the Old House in South Street, as a possible Wedding venue – LHP are looking at

a potential rural clearway on the Bradley Way/Southend Road, from Rochford Station to Warners Bridge and

including the Highway’s grass sides up to property boundaries,

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 full RDC report is to be published in time and a special

meeting called – A number of issue have been raised concerning flooding issues in Sutton generated by the

Stadium plans – Sports England has the power to be able to ‘call in’ planning applications to the Government

– Planning at 19 and 57 South Street, Rochford and also the Kings Head planning developments are ongoing

– 22 South Street has a multi occupancy and is leased by the RDC for temporary accommodation –

Operation London Bridge is in place to cover how the Government responds to the demise of a member of

the Royal family and other dignitaries, all the way down to a local member of the RDC – Local Parish Council’s

may want to discuss how they feel their residents may want to respond in the event? –

Congratulations offered re: the newly finished Temple Gate Flower Dinghy, marking the entrance to the Sutton

with Shopland Parish.

iii Public questions/statements to the SPC None.

**51 17-18 The Minutes of the Meeting of 8th July 2017.**

The Minutes were read and were Resolved to be agreed subject to the addition of the corrections: *a list of the*

*Public Members attending including: Mrs S Dupreez, Mrs L Gay, Mrs S Gaylor, Mr C Hunt and Mr P Vidler.*

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.

**52 17-18 Matters Arising from the Minutes:** (Not on the Agenda)

i (Minute 34/i) Flower dingy at Templegate Cottages

i Councillors: Mrs B Loughborough and Mr R Gaylor reported that with the help of the locals, they have

now completed the task.

ii Councillor Mr R Gaylor reported that the standpipe has been found but is not connected and he will talk with

a local who may be able to help.

iii Clerk reads the SPC letter of thanks to Reads of Sutton.

ii The Chairman proposed a vote of thanks to Councillors: Mrs B Loughborough and Mr R Gaylor for a job well done,

which was warmly supported by all Councillors.

iii (Minute 42/iv) The overgrown hedge outside ‘Winters’ Councillor Mr C Tabor reported work done.

iv (Minute 42/iv) The 40mph pole knocked down The Clerk reported ref. no. 2532799.

**53 17-18 Planning**

i The Chairman having declared a pecuniary interest left the meeting

ii Vice Chairman Councillor Mr N Andrews took the chair for this item.

iii Application no 17/00615/LDC Butlers Farm Cottage, Shopland Road, Sutton. Rochford, Essex.

(Application for Certificate of Lawfulness for Use of Building as a Dwelling) after discussion:

Sutton Parish Council support.

iv Councillor Mr C Tabor rejoined the meeting as Chairman.

v The Clerk reported re: Neighbourhood Planning that he will with the PC support, organise a visit from

Sarah Sapsford (RCCE) to give an introductory report on the process of Neighbourhood Planning.

He is arranging with other local Parish Council’s to also attend.

54 17-18 The Parish Plan Steering Group.

Councillor Mr R Gaylor reported no progress on the Draft Parish Plan.

**55 17-18 Correspondence*.***

i An e/letter July 2017from Barclays Bank, Rochford re: Closure of the Rochford Branch was recorded.

ii An e/letter August 2017 from Natural England re: Consultation meeting on Public Access along the Coast from

Southend to Wallasea Island, to be held in the Parish Rooms, West Street, Rochford SS4 1AS on Thursday 28th

September from 5pm to 8pm was recorded.

iii A letter August 2017 from RR Citizens Advice re: Current work in and for the Community was recorded.

Councillors agreed a donation of £50-00 in support.

iv A letter August 2017 from Essex Air ambulance re: Current work in and for the Community was recorded.

Councillors agreed a donation of £50-00 in support.

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

etc: placed on the table.

**56 17-18 Finance**

i i The SPC Financial Statement ending August 2017 was recorded.

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

ii An Invoice July 2017 from HMRC/BSummerfield) PAYE-RTI 1st Quarter (8/7/17) @ £154-80 was recorded.

iii An Invoice August 2017 from Mr Pitts re: 28286 green maintenance @ £110-00 was recorded.

iv An Invoice September 2017 from Mr Pitts re: 28291 green maintenance @ £110-00 was recorded.

v An advanced notification October 2017 re: HMRC-RTI - PAYE 2nd quarter @ £154-80 was recorded.

vi An invoice September 2017from Cllr Mr N Andrews re: Supplies for the repairs/rebuild to the Main Parish Notice Board @ £88-27 was recorded.

vii The donation of 50-00 to the RR Citizens Advice Bureau was agreed and recorded.

viii The donation of 50-00 to the Essex Air Ambulance was agreed and recorded.

ix The payment June 2017 to Mr Pitts re: 28280 green Maintenance @ £110-00 was recorded.

x The payment July 2017 to Mr Pitts re: 28283 green Maintenance @ £110-00 was recorded.

xi The payment July 2017 to Mrs J Hindley re: Internal Audit 2016-2017 @ £180-00 was recorded.

xii The payment July 2017 to TonerTopUp/B Summerfield re: Laser refill with Paglesham PC @ £17-79 was recorded

xiii The payment July 2017 to RCCE re: Annual Subs @ £52-80 was recorded

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

xv The August quarterly payment to E-on re: Streetlighting @ £226-79 was recorded.

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

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

57 17-18 Streetlighting:

i Councillors reports: Streetlight U/S at Beauchamps and the Clerk to survey all for working order.

ii LED streetlighting.

The Clerk reported that there are no grants available as such but, a government sponsored funded company, SPARIX re:

LED street lighting, is being investigated

**58 17-18 Highways:**

i Councillor Mr N Andrews’ reported on his work for the community on the rebuild of the Main Notice Board in the

Church Hall carpark.

ii The Chairman proposed a vote of thanks to Councillor Mr Norman Andrews for his professional restoration work,

which was warmly supported by all Councillors.

iii Councillors reports: Shopland Road cracks by the fishing lake, a drain cover broken at Shopland Road bends,

railway sleepers to protect the new notice board at the Church Hall carpark.

**59 17-18 Website updates:**

The Clerk reported the website will be brought up to date with the inclusion of items arising from the meeting.

**60 17-18** **The late Morten Law RIP.**

The Chairman recalled the working life of the late Morten Law at Shopland Hall Farm with his wife Muriel and

their work with their prize winning Shopland Dairy Herd in the 1960’s -70’s.

They were people who during their farming lives, were revered as neighbours and are still held in high esteem by

those who remember them.

**61 17-18 Next Agenda Items from Councillors**. *for next Agenda and exchange of information only.*

Items: Trees to be cutback at the Sutton Sign – the Clerk to organise the time for the Remembrance

Sunday Service with the new vicar, the rev Kim Lepley.

**62 17-18 The next Sutton Parish Council Meeting**

**Agreed: Saturday 11th NOVEMBER 2017**

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

**7th September 2017. B Summerfield, Sutton Parish Council Clerk.**