##  MINUTESDRAFT

##  OF THE MEETING OF SUTTON PARISH COUNCIL

##  HELD AT BEAUCHAMPS, SHOPLAND ROAD

##  on SATURDAY 8th SEPTEMBER 2018,

 **at 9.00 am.**

**61 18/19 To Record the Members Present: 9.01 am**

Councillor (Chairman) Mr C Tabor.

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

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

 Members of the Public: None.

 Mr B. Summerfield. [Parish Clerk].

**62 18/19 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.

**63 18/19 Apologies and reasons for absence:**

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

 Cllr Mr B Howat and Ward Councillor Mr A Williams.

**64 18/19 Declarations of Interests: on items on the Agenda.**

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

ii The Chairman declared a pecuniary interest under planning.

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

 **progress of the meeting.**

**65 18/19 The Public Forum: ( 5 minutes per person ) (Specifically for Councillors statements, Guest Speakers, visiting Ward/County Councillors and questions from members of the public).**

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

 Lots of County land is unregistered, causing problems – A127 Task Force gathering pace – RDC 20-20 celebrating:

 220 years of the Beagle, 1000 years of Ashingdon Minster, 540 Rochford Hall, 440 Canewdon Witch trials, 50 years restoration of the Rayleigh windmill, 750 years the Old House Rochford, 950 Rayleigh Mount in the Doomsday book –

 A meeting is being held on 11th October at the Freight House at 10 am to discuss the proposed celebrations.

 Local Roads combined with future development were discussed. The Southend Airport was discussed including the night time flights where 120 flights per month were allowed outside the scheduled finish time per day of 11.30 pm.

 Both Ward Councillors are meeting with Planning Officers next week re: the Cherry Orchard developments.

**66 18/19 To Receive the Minutes of the Parish Council Meeting of 7h July 2018.**

 The Minutes were read and were Resolved to be agreed.

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

 The Chairman duly signed the Minutes as a correct record.

**67 18/19 Matters Arising from the Minutes: (Not on the Agenda)**

None.

**68 18/19 Planning:**

 None.

69 18/19 The Parish Plan Steering Group (Set up in 2011).

 Councillor Mr R Gaylor (Chairman of the Sutton with Shopland Parish Plan) nothing to report.

**70 18/19 Correspondence*.***

i An e/letter August 2018 from RDC re: ‘Discover 20/20’ RDC event was discussed.

 Clerk to circulate:

ii An e/letter August 2018 from Essex Air Ambulance re: donation request.

 Council agreed a donation of £50-00.

iii An e/letter August 2018 from RAVS re: AGM was discussed.

iv An e/letter July 2018 from EALC re: legal update of Judicial Review Claim was read to the Council.

v An e/letter July 2018 from Rev Kim Lepley re: Sutton Remembrance Service was read to the Council.

vi E/letters July 2018 to Mr T Tyer re: Reads Nursery (as forwarded from Ward Councillor Mr M Steptoe)

 was discussed.

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

 Etc, etc: as placed on the table.

**71 18/19 Finance**

i i The SPC Financial Statements ending August 2018 was recorded.

 ii The above balances to be checked against the Bank Statements by Councillors: Mrs B Loughborough.

 and Mr R Gaylor.

ii A Certificate of Exemption as required by PKF Littlejohn for the Audit 2017-2018 was recorded.

iii An Invoice August 2018 from B Summerfield/J P Smoothy, Internal Audit 2017-2018 @ £200-00 was recorded.

iv An Invoice August 2018 from W&H (ROMAC) Ltd re: 5 off LED conversion Streetlights @ £2,135-40 was recorded.

v An Invoice August 2018 from Mr Pitts re: Green Maintenance @ £110-00 was recorded.

vi The donation to Essex and Hertz Air Ambulance was agreed @ £50-00 was recorded.

vii The payment September 2018 to HMRC re: PAYE-RTI/ 2nd quarterly payment 2018-2019 @ £160-80 was recorded.

viii The DD payments May/June/July to E-on Streetlighting energy @ £255-30 was recorded.

ix The monthly Standing Order salary payment to the Clerk @ £215-40 nett was recorded.

x 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.

72 18/19 Streetlighting:

i The Clerk’s report: 5 LED streetlights are now operational.

ii Councillor reports: None.

**73 18/19 Highways:**

i To receive an enquiry from ECC Highways re: the sight obstructing bush on Sutton Corner.

 Councillor Mr C Tabor will view and Clerk to report to Highways when cleared.

Ii, Councillor reports: Sightline obstructions for cars and pedestrians at Sutton Corner were discussed.

ii 74 18/19 Website:

The Clerk reported the website will be brought up to date following the inclusion of this meetings information.

 75 18/19 Next Agenda Items from Councillors. *for next Agenda and exchange of information only.*

 Items: Remembrance Sunday, news sheet, service publication, etc.

76 18/19 The next Sutton Parish Council Meeting

 **To agree: Saturday 27th OCTOBER 2018.**

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

**There being no further business the Chairman closed the meeting with the thanks for his hospitality at 10.22 am.**

**DRAFT 2018. B Summerfield, Sutton Parish Council Clerk/RFO.**