

MINUTES
OF THE SUTTON PARISH COUNCIL
HELD AT BEAUCHAMPS, SHOPLAND ROAD, ROCHFORD, SS4 0QQ
ON SATURDAY 4th SEPTEMBER 2021.

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

37 21-22 **To Record the Members and Public Present:**

10 am.

Councillor (Chairman) Mr C Tabor.

Parish Councillors: Mr B Howat, Mr R Cann and Mr R Gaylor.

Ward and Essex County Councillor Mr M Steptoe.

Members of the Public: None.

The Parish Clerk: Mr B Summerfield.

38 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: Mr N Andrews (Home event).

Ward Councillors: Mr A Williams and Mr J Gooding (Council business).

39 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.**

40 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 gave information and guidance re: to the New Local Plan Spatial Options Document and Statement of Community Involvement Review - The response date (from the public) has been extended to 22nd September 21 – Eventually the selection from the ‘Call for Sites’ are to be brownfield sites used first, followed by infill sites, contaminated land and lastly, with unavoidable greenfield sites – Infrastructure is a full part of the planning analysis – two more consultations will follow and it is important that councillors put their individual views forward.

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

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

41 21-22 **To Receive the Minutes of the Meeting of the 10th July 2021.**

The Minutes were read and were Resolved to be agreed.

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

The Chairman duly signed the Minutes as a correct record.

42 21-22 **Matters Arising from the Minutes: (Not on the Agenda)**

Items: None.

43 21-22 **Planning:**

i Dispensations were requested from the Clerk (the Dispensation Officer) by all councillors, as they are residents, for the Sutton Parish Council’s discussion and decisions on the the New Local Plan Spatial Options Document.

i The Parish Council’s consultation responses to the New Local Plan Spatial Options Document and Statement of Community Involvement Review, were discussed.

ii The Sutton Parish Council decided that Clerk will respond to the New Local Plan Spatial Options with a comment on each individual option as put forward on the ‘Call for Sites’, as circulated

ii Application no 17/00436/FUL Land North of Smithers Chase, Sutton Road, Rochford, Essex, To receive ECC Highways Consultation recommendations (1-10) of 28/08/21 (as circulated). Noted.

iii UPDATES? re: Application no: 17/00733/FULM Part of Fossetts Farm, Playing Fields, Jones Memorial Recreation Ground and SUFC Training Ground, Eastern Avenue, Southend on Sea, Essex. None.

44 21-22 **Correspondence.**

i The Councillors signed and updated Declaration of Interests forms, as circulated were recorded.

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

45 21-22 **Finance:**

i i The SPC Financial Statements ending July & August? 2021 were recorded.

ii The Barclays Bank statements x 2 to be agreed by Councillors: Mr R Cann and Mr B Howat.

ii Councillor Mr C Tabor reported a Barley Bench for Sutton Corner re: ECC Locality Fund is in progress.

iii A payment to: HMRC re: 2nd quarterly payment PAYE-RTI @ £155-40 was agreed and recorded.

iv An Invoice July 2021 from B Summerfield/Office Stationery @ £50-32 (with Paglesham) was recorded.

v An Invoice July 2021 from B Summerfield/Amazon re: Laser Toner @ £45-99 (with Paglesham) was recorded

- vi An Invoice July 2021 from Mr Pitts re: 068A Green maintenance @ £110-00 was recorded.
vii An Invoice July 2021 from Mr Pitts re: ? Green maintenance @ £110-00 was recorded.
viii The payment June 2021 to Mr Pitts of May 21 064A @ £110-00 was recorded.
ix The payment July 2021 to Mr Pitts of June 21 066A @ £110-00 was recorded.
x The payment June 2021 to RCCE re: Annual Subscription @ £52-80 was recorded.
xi The D/D Invoices July/August/ 2021 from 1&1 IONOS re: website @ 18-04 was recorded.
xii The D/D Invoice July 2021 to E.On @ £160-42 was recorded.
xiii The Clerk's salary standing order payments for July/August @ £234-23 was recorded.
xiv Resolved: all payments, Invoices, Internal Audit, financial statements, receipts, transfers and countersigned cheques.
Proposed by Councillors: Mr R Gaylor, seconded by Mr R Cann and agreed by all.

46 21-22 **Streetlighting.** Councillors reports: None.

47 21-22 **Highways:**

- i The proposed Highways Devolution Scheme as circulated was discussed and agreed to be on the next Agenda.
ii Councillors reported a pothole outside Sutton Manor.
iii The Clerk's report: Bollards and Railing on the Shopland Road (2733419), sign in ditch on the Shopland Road (2729171), FP sign at Templegate Cottages (2718740). overgrown PROW opposite Templegate Cottages were recorded.

48 21-22 **Website:**

- i The website is to be brought up to date with the inclusion of this meetings' information.
ii To notify and record that the public's potential involvement at the SPC email meetings, are advertised on the Website and Parish Notice boards.

49 21-22 **Next Agenda Items from Councillors.** *for next Agenda and exchange of information only.*

Items: The proposed Highways Devolution Scheme.

50 21-22 **Private and Confidential:**

Pursuant to the provision of Section 1000(a) of the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985, the press and public be excluded from the meeting for consideration of the following item of business on the grounds that it contains information defined as exempt in Part 1 of Schedule 12a of the Local Government Act 1972, as detailed.

The Council agreed the Clerk's additional employment as the Foulness Island PC Clerk.

51 21-22 **The next Sutton Parish Council Meeting:**

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

Agreed: 30th OCTOBER 2021.

There being no further business the Chairman closed the meeting at 10-29 am.

26th October 2021.

B. Summerfield Sutton, Parish Council Clerk/RFO.