

MINUTES

of the

STAMBRIDGE PARISH COUNCIL

MEETING AT THE STAMBRIDGE PAVILION, STAMBRIDGE ROAD, SS4 2AR

ON THURSDAY 3rd FEBRUARY 2022.

(ALL PERSONS ATTENDING BE PLEASED TO FOLLOW THE STAMBRIDGE PARISH COUNCIL COVID RISK ASSESSMENT)

201 21-22 **To Record the Members Present:**

7.30 pm.

Chairman: Councillor Mr P Shaw.

Councillors: Mr P Bowen, Mrs J Gooding, Mr G Ioannou, Mrs C Lingley and Ms E Lingley.

Ward Councillors: Mr S Wootton.

Members of the public: None.

The Parish Clerk/RFO: Mr B Summerfield.

The meeting was advertised on the local notice boards, on Facebook pages, Stambridge Community, Caring for Stambridge, Stambridge Memorial Hall (Official Page) and the Stambridge Parish Council website.

No public requests to attend were received.

202 21-22 **Chairman's opening remarks:**

The Chairman welcomed all persons attending the Meeting.

203 21-22 **Apologies and reasons for absence:**

To be received by the Clerk in person via: email, letter and telephone.

Councillors: Mrs N Crane (training).

Councillor Mrs L Shaw (Essex County Council) (unwell).

Ward Councillors: Mr I Foster (meeting).

204 21-22 **To Receive Declarations of Interests:**

i To receive all declarations of interests: None.

ii The Chairman reminds Councillors to declare any further interests now and as they became evident to them, during the progress of the meeting.

205 21-22 **Public Questions:**

(Guest Speakers, visiting Ward/County Councillors, Councillors and Questions/Statements from members of the public)

i Ward Councillors Mr S Wootton reported: A partial Purdah is affecting the RDC because of the various elections taking place covering the jobs of the late Councillor Mr Craig Cannell of the Rawreth Ward - The Planning appeal called by Bloor Homes, etc has been supported for the residents, by Ward Councillor Mr I Foster and Councillor Mrs L Shaw - both councillors were cross examined at great length at the Public Enquiry – The Enquiry decision is expected in March 22 – Community Safety Match Funding for CCTV is available for PCs at £2,500-00 - The organisation of the Queens Jubilee Celebrations by the RDC is gathering pace – The partnership with Brentwood Town Council is coming to fruition with the agreed sharing of the CEO and officer teams – The RDC will remain sovereign and remains entirely independent in all departments inc; financial, etc.

ii Essex Councillor Mr L Shaw (by note) – Funding is available for local Stambridge projects – Drains cleared with covers marked by Essex Highways – A requested safety barrier on the pavement opposite the school (to prevent dangerous parent parking) is not 'Highways' viable at that point.

206 21-22 **To receive the Minutes of the Meeting of 13th January 2022.**

The Minutes were Resolved agreed.

Proposed by Councillors: Mr P Bowen, seconded by Mrs C Lingley and agreed by all.

The Chairman signed the Minutes as a true record.

207 21-22 **Matters Arising:** (not on the Agenda)

To discuss: None.

208 21-22 **Progress Reports on all agreed Councillors/Clerk Actions:**

i Stambridge Newsletter Committee:

Councillor Mr P Shaw reported that he is chasing the Football Club for their newsletter report.

ii Lecterns updates:

The Clerk reported:

i the maps have been upgraded to remove the incorrect 'You are Here' indicators.

ii the Clerk has agreed to treat all wooden surfaces of the lecterns to rot proof them and to insert the purchased 'You are Here', indicators.

iii The SPC insurance has been updated to include the lecterns at £1,100 each.

All defibrillators are included in the insurance contract.

- iii Stambridge Lectern Maps (for Notice boards) and Walking Maps progress:
The Clerk distributed draft Walking Maps for approval and agreed to update by:
 - i replacing with two photographs of the Memorial Hall (plus Hall for Hire) and The Harold Ranking Pavilion (Corinthians FC) for the single Memorial Hall Photo
 - ii additions on the map ie; where the Essex Coastal Path is feeding from the South ie; (FP 27 Purdeys, Rochford) and where it is heading to the East (FP 19 to Paglesham).
 - iii the A3 Notice Board Maps will be ordered from the printers at the same time as the final walking draft above.
- iv Green; Bus shelters & Notice boards:
The Clerk reported: his concerns re: the reluctance of the Garden Designers to answer his 'Start Date' enquiries.
- v ECC requested Bus Shelter Licences:
The Clerk reported: completing the licence information required together with the proposed flower additions.
- vi Wi-Fi coverage and ASELA Fibre Broadband:
The Clerk reported: awaiting the ASELA Fibre Broadband installation engineers visit to the Hall on 25th February.
- vii Recycling (#Terracycle) and Community Safety: (ref: Minute 139/vii)
Resolved the SP Council will adopt the #Terracycle recycling concept and a collection bin.
Proposed by Councillors: Mrs J Gooding, seconded by Ms E Lingley and agreed by all.
- viii The Pensions Regulator:
The Clerk reported: completing the information required.

209 21-22 **Financial Committee Meeting recommendations:**

- i The general funding available to the community under the Stambridge Parish Councils 'General Power of Competence' was discussed and the following was agreed to be recommended for a conclusion by the SPC:
 - i The SCCMC annual support fund to be £6,000-00 for 2022-23.
 - ii The Memorial Hall telephone and Wi-Fi to be paid for by the SPC alone.
 - iii New motion sensor lights and CCTV installed on the Pavilion, with funding provided by the SPC and potentially via the Community Safety Fund.
 - iv Plainings for the carpark potholes were discussed. Clerk to research.
 - v A meeting of carpark clearing volunteers on the 5th February 22.
 - vi A Public Survey for Stambridge residents based on SPC suggested potential community assets.
 - vii Exploration of the potential for extending the area for Mem Hall/Pavilion parking, Play area, etc.
- ii The potential local celebrations of the Queens Platinum Jubilee on 2nd to 5th June 2022.
 - i Chairman to research into a Jubilee Fete/Fair/Event via the SCCMC with the SPC support to include, all Hall users, F/B Club, Pubs, School, Church, Allotments, Residential homes, Cricket Club, local Societies, local businesses, etc, etc,
 - ii Follow on consultation with the Royal Oak, The Cherry Tree, The Shepherd and Dog, The Lakes, SCCMC and residents re: the above
 - iii Research into SPC donated commemorative Jubilee mugs, coins, medals, etc; to all local resident children.
 - iv Research into Jubilee Tree planting,
 - v Research into a Jubilee Beacon.
 - vi Advertising.

210 21-22 **Finance:**

- i The SPC Financial Statements (as circulated on 3rd February 2022) were recorded.
- ii The Metro Bank Financial Statements (as circulated on 3rd February 2022) were recorded.
- iii The Metro balances to be checked against SPC Bank Statements by Cllrs: Mr P Bowen and Mrs J Gooding.
- iv The Parish Council's SPC Excel NETT running costs 21/22 (as circulated on 3rd February 2022) was recorded.
- v The Clerk's log (58) of working hours for January 2022 (as circulated on 3rd February 2022) was recorded.
- vi A payment to: HMRC re: PAYE-RTI @ £ 54-60 was agreed and was recorded.
- vii The agreed donation for a safety banner outside the Stambridge School @ £86-33 was recorded.
- viii An Invoice January 2022 from Little Hall Farms Ltd re: allotments annual rent @ £2,000-00 was agreed at £1,000-00 part payment and recorded.
- ix An Invoice January 2022 from B Summerfield/RedBubble re: 'You are Here' @ £10-68 was agreed and was recorded.
- x An Invoice January 2022 from BT re: Mobile charge @ £ 6-00 was agreed and was recorded.
- xi An extra late invoice from W & H (Romac) Ltd re: repairs to P1 Cagefield road, @ £102-06 was allowed by the Council and recorded.
- xii The payment January 2022 to HMRC re: January PAYE-RTI @ £ 54-60 was recorded
- xiii The payment January 2022 to BT re: Mobile device @ £ 6-00 was recorded
- xiv The payment January 2022 to B Summerfield/SLCC re: Annual membership fee @ £186-00 showing unrepresented, to date was recorded.
- xv The St/Ord February 2022 to B Summerfield (Salary) @ £657-23.
- xvi The D/D invoice January 2022 to NPOWER (vat 5%) @ £270-86.
- xvii The D/D invoice January 2022 to B.T. @ £ 66-54.
- xviii The Clerk reported the latest SCCMC VAT126 reimbursement claim @ £439-91 is awaited.

- xix Resolved all Covid-19 emergency actions, recommended and agreed payments, other actions, financial statements, transfers, grants, countersigned cheques, etc, etc.
Proposed by Councillors: Mrs C Lingley, seconded Mr P Bowen and agreed by all.
- 211 21-22 Planning Consultations:**
- i Councillors declared interests in the following: Cllrs: Shaw (Chairman), Gooding, Ioannou, C, Lingley and E Lingley. Therefor the Council was inquorate.
Application no 22/00025/FULLDC Stewards Elm Farm, Stewards Elm Farm Lane, Stambridge. SS4 2BB
(Lawful Development Certificate for Existing Use of Stewards Elm Farm as Equine Facility and Riding Stables D2 Use)
No decision noted.
- ii Councillors allowed the late Royal Mail Consultation:
the proposed Royal Mail Street Furniture Works – WO No. 2555039 Post Box removal, The Old Post Office, Stambridge Road, Ballards Gore, Great Stambridge SS4 2BT, was discussed and
Resolved: all members of the Stambridge Parish Council are totally against the proposed removal and wish for the post box to remain to continue serving the village of Great Stambridge residents and beyond.
The post box is located within easy walking distance of the Great Stambridge village community consisting of some 130 local houses.
The nearest other post boxes are located at the Cherry Tree pub (1.0 Mile from the existing box) and at the junction of Apton Hall Road and Stambridge Road (.6 Mile from the existing box).
Proposed by Councillors: Mr P Bowen, seconded by Mrs C Lingley and agreed by all.
- 212 21-22 Correspondence:**
- i Cllrs Mrs L Shaw's received email enquiries re: Dog waste disposed of in ordinary bins, was confirmed as acceptable.
- ii Confirmation of the receipt of the SPC Local Plan (Spatial Options) consultation No. 42538 as received was recorded.
- iii The Clerk's information re: RDC/EALC/NALC/Police/ECC/ECC Highways information, as circulated.
- iv Received/record e/Letters, RDC/EALC/Gov. Circulars, Publications and Bundles: etc, etc: as placed on the table.
- 213 21-22 Training:**
- The Clerk's information re: available EALC and RDC training, as circulated.
- 214 21-22 Allotments Admin:**
- The Clerk reported: The allotment plots winter preparations are in progress.
- 215 21-22 Streetlighting:**
- i The Clerk reported No 1 Cagefield Road (U/S) has been repaired.
- ii Councillor reports: None.
- 216 21-22 Highways and Public Footpaths:**
- i The Clerk reported:
- i Pothole on Apton Hall Road ref: 2757972
- ii will further chase for the sunken drain cover by Scotts Hall Road on the Apton Hall Road.
- ii Councillor Mrs J Gooding re: Stambridge litter pickers – Volunteers have been covering Stambridge during the course of the week with school mums covering the walks to school - Flytipping at Broomhills has been dealt with by the RDC with the information of the source, found on clearance.
- iii Councillor reports: None.
- 217 21-22 Website: (www.stambridgepc.org.uk)**
- i The Community4 Ltd website to be further updated with the information from this meeting.
- ii To notify and record; that the public's potential involvement at all future meetings, are advertised on the Stambridge Parish Council Website, the Parish Notice boards, on Facebook via the 'Stambridge Community', 'Caring about Stambridge', 'Stambridge Memorial Hall (Official Page)' and the 'Stambridge Parish Council' pages.
- 218 21-22 COVID-19 Legislation changes updates:**
- The Government's February 22 rules are current.
- 219 21-22 Items from Councillors: for next Agenda and exchange of information only.**
- Items: Wildflower beds in Stambridge – The Chairman's Chain of Office.
- 220 21-22 To agree the date of the next Stambridge Parish Council Meeting.**

Agreed: **THURSDAY 3rd MARCH 2022**

A MEETING AT THE STAMBRIDGE PAVILION AT 7.30 PM.

There being no further business the Chairman closed the meeting at 8.53 pm.

25th February 2022.

Barry Summerfield, Stambridge Parish Council Clerk/RFO.