

SUTTON PARISH COUNCIL

www.suttonwithshoplandparishcouncil.com

CHAIRMAN:

Councillor Mr C Tabor,
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CLERK:

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AGENDA

**YOU ARE HEREBY SUMMONED TO A MEETING OF THE SUTTON PARISH COUNCIL
TO BE HELD AT BEAUCHAMPS, SHOPLAND ROAD, SS4 0QQ.
ON SATURDAY 9th JULY 2022 AT 10 AM.**

1. To record the Members Present:

- i Councillors
- ii Members of the Public

2. Apologies for absence:

- i To be received by **the Clerk in person only** via: email, letter and telephone.
- ii To discuss the SPC's acceptance of reasons for absence:

3. To Receive Declarations of Interest.

- i To receive all declaration of interests;
- ii The Chairman reminds Councillors to declare any further interests now and/or as they become evident to them.

4. 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 To receive statements/questions and Emailed statements/questions from Members of the Public:
- ii To record that the public's potential involvement at the SPC meetings, were advertised on the Website and Parish Notice boards.

5. To Receive the Minutes of the AGM 7th MAY 2022.

To agree:

6. Matters Arising from the Minutes: (Not on the Agenda) None.

7. Planning:

- i To discuss Essex Councillor Mr M Steptoe's SUFC meeting report.
- ii Application no 22/00555/FUL Ivy Cottage, Sutton Road, Rochford, Essex.
(Proposed Part Replacement Two Story Side and Rear Extension).
- iii Application no 22/00528/FUL Southend United Football Club. Land North of Smithers Chase, Sutton Road,
(Variation of Condition no. 1 (Time limit) of Approved Application ref: 11/00224/TIME (application to extend the Time limit of Planning Permission 06/00943/FUL – Creation of Three Training Pitches, One All Weather Floodlit Training Pitch (8x12M Columns), A Flood Attenuation Pond and Surface Car Park of 454 Spaces 43 x 8m Columns) to provide Condition 1A to Include Approved Plans under Application re: 17/00436/FUL (Development of First Team Training Centre with Related Car Parking, Four Football Pitches, Stadium Match Day Parking, Flood Attenuation Measures, Access, Refuse Storage Point and Landscaping).

8. Correspondence.

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

9. Finance:

- i To receive the SPC Financial and Barclays Bank Statements ending June 2022.
 - i The Barclays Bank/SPC statements to be agreed by Councillors: and
- ii To record the receipt of the RDC's 2nd Part Precept payments 22-23 @ £4,000-00.
- iii To receive the delayed Internal Auditors 'Auditing Solutions Ltd' 2021-2022 report.
- iv i To resolve the actions recommended in the Internal Audit report:
 - v To receive the AGAR Return Part 2, 2021-2022.
 - i To receive and agree the AGAR 2021/22 Certificate of Exemption Form.
 - ii To receive the signed Internal Auditor Report 2021/22:
 - iii To receive and agree the Section 1 - Annual Governance Statement 2021/22.
 - iv To receive and agree the Section 2 - Accounting Statements 2021/22.
 - v To receive and agree the dates set for the Period of the Exercise of Public Rights.
- vi To agree a D/D setup and payment to Npower (Streetlighting) invoices from Dec 21 to July 22, @ £533-63.
- vii To receive an Invoice June 2022 from Mr Pitts re: Green Maintenance @ £110-00.
- viii To receive an Invoice June 2022 from B Summerfield/Gallagher re: Administration fee @ £50-00.
- ix To receive an Invoice June 2022 from Auditing Solutions Ltd re: Internal Audit @ £552-00.
- x To record the payment May 2022 B Summerfield (Back pay for EALC/NALC salary negotiation) @ £64-44.
- xi To record the payment May 2022 B Summerfield (Office costs 21-22) @ £61-22.
- xii To record the payment May 2022 B Summerfield (Fuel costs 21-22) @ £32-01.
- xiii To record the payment May 2022 to HMRC-PAYE re: the 1st Quarterly RTI payment (April/May/June) @ £ 184-02
- xiv To record the payment May 2022 to Mr Pitts re: 085A Green Maintenance @ £110-00
- xv To record the payment May 2022 to Gallagher re: Annual Insurance 22-23 @ £770-76
- xvi To record the payment May 2022 to EALC re: Annual subs @ £67-23
- xvii To record the payment May 2022 to W&H (Romac) Ltd re: a reissue @ £369-60
- xviii To record the payment May 2022 to HMRC PAYE-RTI 4th Quarter 21-22 @ £155-40 nett.
- xix The D/D Invoices June 2022 from 1&1 re: website @ £18.04.
- xx The Clerk's salary standing order payments for June 2022 @ £241-09.
- xxi The Clerk's salary standing order payments for July 2022 @ £241-09.
- xxii To resolve all payments, Invoices, Internal Audit, financial statements, receipts, transfers and countersigned cheques.
Proposed by Councillors: seconded by and agreed by all.

10. Streetlighting.

Councillor reports:

11. Highways:

- i Essex Highways Salt Bag Partnership 2022-23 (closing 25th July 22)?
- ii Councillors reports:

13. Website:

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

14. Next Agenda Items from Councillors. *for next Agenda and exchange of information only.*

Items:

15. The next Sutton Parish Council Meeting:

To agree: **27th AUGUST/1st OCTOBER 2022?**

5th July 2022.

B. Summerfield Sutton, Parish Council Clerk/RFO.