

MINUTES **DRAFT**

OF THE SUTTON PARISH COUNCIL

HELD AT THE RED BRICK BARN, SUTTON HALL, SHOPLAND ROAD, SUTTON ON SATURDAY 3rd JULY 2021.

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

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

Councillor (Chairman) Mr C Tabor.

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

Ward and Essex County Councillor Mr M Steptoe.

Members of the Public: Mr R Cann.

The Parish Clerk: Mr B Summerfield.

23 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: One Vacancy.

Ward Councillors: Mr A Williams and Mr J Gooding.

24 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.**

25 21-22 **The Sutton Parish Council Casual Vacancy:**

i Mr R Cann signed the Declaration of Acceptance of Office Form.

ii Councillor Mr R Cann to complete the Declaration of Interests (28 Days) in the role of Councillor.

iii Councillor Mr R Cann requested Dispensations and signed the form, as a member of the Sutton Parish Council. Councillor Mr R Cann received three leading documents: The Sutton Parish Council Standing Orders, The Financial Regulations and the NALC copy of the Model Code of Conduct.

26 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 Ward and Essex County Councillor Mr M Steptoe reported: Cllr: Steptoe and RDC councillors, are discussing with Southend Planners the Application no: 17/00733/FULM Part of Fossetts Farm, Playing Fields, Jones Memorial Recreation Grounds and SUFC Training Ground, Eastern Avenue, Southend on Sea, Essex. They have forwarded, a list of planning requests covering the Sutton infrastructure.

These planning requests include the outstanding application 17/00436/FUL by SUFC of Land North of Smithers Chase.

ii Cllr: Steptoe forwarded an Essex Highways consultation report (for the RDC) re: application 17/00436/FUL by SUFC of Land North of Smithers Chase (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). The Clerk to circulate.

iii The RDC has turned down the Ashingdon Planning application by Bloor Homes for some 622 homes to the east of the Ashingdon Road, based on 'serious traffic impact'.

The word 'serious' in this planning context, will need to be defined in law!

Bloor Homes will decide if there is to be a planning appeal.

iv Various issues were discussed including Purdeys Traffic, Verges overgrown and Highway Rangers work.

Councillor Mr M Steptoe left the meeting at 10.10 am, for a Ward Councillors Surgery meeting.

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

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

27 21-22 **To Receive the Minutes of the AGM of 15th May 2021.**

The Minutes were read and were Resolved to be agreed.

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.

28 21-22 **Matters Arising from the Minutes: (Not on the Agenda)**

Items: None.

29 21-22 **Planning:**

i Application no 21/00536/FUL, Ye Old Shoulderstick, Barling Road. Barling Magna. (First Floor Extension and Creation of First Floor Balcony) –

- Sutton Parish Council has no objection.

- ii FYI: 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 (circulated), as received from Councillor Mr R Gaylor.
- iii An email from Councillor Mr R Gaylor and the following Clerk's advice re: the above (as circulated) was recorded.

30 21-22 **Correspondence.**

- i An e/letter June 2021 from Essex Air Ambulance re: donation was recorded.
- ii An SPC letter of thanks of July 2021 to Mrs B Loughborough was recorded.
- iii RDC/EALC/NALC/Police/ECC/libraries/ECC Highways as circulated:
- iv Letters/emails, Publications and Bundles: Making the Links, Fieldwork, Bus timetables, Essex Area Forum, etc.

31 21-22 **Finance:**

- i
 - i The SPC Financial Statements ending May/June 2021 were recorded.
 - ii The Barclays Bank statements x 2 were agreed by Councillors: Mr N Andrews and Mr C Tabor.
- ii The publication of the Exercise of Public Rights published on 13th June 21 was recorded.
- iii The Exemption Certificate and Financial documents 2020-2021, for PKF (Audit Commission) was recorded.
- iv The ECC Locality Fund offered by Ward/Essex Councillor Mr M Steptoe.
 - i Funding is offered for local green or community projects.
 - ii A Barley Bench for Sutton Corner was suggested by Councillors.
Councillor Mr C Tabor to research.
- v The receipt of the RDC Bac's payment (2nd Precept) @ £4,000-00 was recorded.
- vi An Invoice June 2021 from Mr Pitts of May 21 064A @ £110-00 was recorded.
- vii An Invoice July 2021 from Mr Pitts of June 21 066A @ £110-00 was recorded.
- viii An Invoice June 2021 from RCCE re: Annual Subscription @ £52-80 was recorded.
- ix The payment May 2021 to Auditing Solutions Ltd re: Annual Audit @ £168-00 was recorded
- x The payment May 2021 to Mr Pitts re: 062A Green Maintenance @ £110-00 was recorded
- xi The payment May 2021 to Came & Co Ltd re: Annual Insurance @ £687-12 was recorded
- xii The payment May 2021 to B Summerfield/Amazon re: Laser Toner @ £30-59 was recorded
- xiii The D/D Invoices April/May 2021 from 1&1 IONOS re: website @ £33-76/£18-04 was recorded.
- xiv The Clerk's salary standing order payments for May/June @ £234-66 were recorded.
- xv Resolved: all payments, Invoices, Internal Audit, financial statements, receipts, transfers and countersigned cheques.
Proposed by Councillors: Mr B Howat, seconded by Mr R Cann and agreed by all.

32 21-22 **Streetlighting.**

- i 'Winters' LED head has been reset.
- ii Councillors reports: None.

33 21-22 **Highways:**

- i The Clerk's report:
 - i 40 mph sign Shopland Road ref: 2693394 has been restored.
 - ii Chevron sign at the Church Hall ref: 2684751 has been restored.
- ii Councillors reported: a knocked down speed sign before Stonebridge junction, a FP sign at Templegate Cottages and an inaccessible overgrown PROW on the Sutton Road opposite Templegate Cottages.
Clerk to report all.

34 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.

35 21-22 **Next Agenda Items from Councillors.** *for next Agenda and exchange of information only.*
Items: None.

36 21-22 **The next Sutton Parish Council Meeting:**

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

Agreed: 4th SEPTEMBER 2021. Venue TBA

There being no further business the Chairman closed the meeting at 10.38 am.