**PAGLESHAM PARISH COUNCIL**

 www.pagleshamparishcouncil.co.uk

**CLERK:**

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**CHAIRMAN:**

Councillor Mr D Whittingham,

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 **AGENDA**

 **YOU ARE HEREBY SUMMONED TO A MEETING OF THE PAGLESHAM PARISH COUNCIL**

 **TO BE HELD AT COBBLERS ROW, WATERSIDE ROAD, EAST END, PAGLESHAM**

 **ON THURSDAY, 5th JULY 2018.**

 **(COMMENCING AT 8 p.m.)**

Chairman's opening remarks.

**1. To record the Members Present:**

i Councillors

ii Members of the Public

**2. Apologies for absence:**

 **To be received by the Clerk in Person via: email, letter or telephone**

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

**5. To receive the Minutes of the AGM of 17th May 2018.**

 To receive and agree:

**6. To receive the Minutes of the Extraordinary Meeting of 7th June 2018.**

 To receive and agree:

**7. Matters Arising from the Above:**

i (Minute 8 18-19) The potential Ward Councillor’s surgery.

 To discuss:

ii (Minute 19 18-19/i) Closure of the Punch Bowl Public House.

 The Clerk’s report:

**8. Correspondence: (**emails forwarded and paper received)

i i To record a letter June 2018 to Caleb Rayner Ltd re: Potentially dangerous tree at Church End.

 ii The Clerk’s report of further matters arising:

ii To record a letter June 2018 to Greaves and Co re: Waterside Road potholes.

iii To record a letter June 2018 to Maules re: Potentially dangerous dead tree at Church End.

iv Printed Publications and General Information received by the Clerk, as placed on the table.

 **9. Planning:**

 Application no 18/00500/FUL The Chase, The Chase, Paglesham, Essex.

 (Proposed Three Bay Timber Framed Detached Garage).

**10. Finance**

i i To receive the RPC and PVT Financial Statements ending May/June 2018.

 ii The PVT books are currently with the internal auditors.

 iii RPC/PVT Financial Statements checked against Bank Statements by Councillors ……………… and …………………...

ii To receive an Engagement letter from J P Smoothy and Co (Accountants).

iii The Clerk’s report on his work on the completion of the Annual Return (AGAR) 2017-2018 and the publication of

 the Public Rights for the Statutory Period (30 working days).

iv HMRC new Vat126 account number is issued (XPV126000107109).

v The Clerk’s report re: HMRC ‘Earlier Year Update’ actioned due to P60 incorrect figures.

vi The RDC remittance, second part PRECEPT @ £2,907-00 has been received.

vii To agree the HMRC PAYE-RTI payment of the 1st quarter 2018-2019 @ £116-40.

viii To receive an Invoice July 2018 from B Summerfield re: shared (Sutton) McAfee software at £39-99 each.

ix To receive an Invoice June 2018 from W&H (Romac) Ltd re: P8 Streetlighting @ £78-54.

x To receive an Invoice June 2018 from RCCE re: subscription @ £52-80.

xi To record the payment May 2018 to EALC annual Subscription 9397 @ £67-38.

xii To record the payment May 2018 to Came and Co re: 3 x year annual insurance 2018-2019 @ £414-48.

xiii To record the Clerk’s Standing Order salary payments of April/May/June @ £155-36 per month.

xiv To record the DD payments May/June to E-on re: streetlight energy @ £62-27/£66-47.

xv To record the DD payment May 1&1 re: Website @ £19-12/£35-99.

xvi To resolve all payments, financial statements, receipts, transfers, ratified and agreed countersigned cheques above.

 Proposed by Councillors: ……………………….., seconded by ……………………………. and agreed by all.

**11. Paglesham Village Trust**

i The Chairman’s report:

ii Councillors reports

**12. Highways**

i The Clerk’s report re: the VAS at Jubilee Cottages.

ii Councillor Mr R Fance report re: dangerous dead Elm held up by trees, over the public footpath by Well House.

**13. Street lighting.**

i The Clerk’ reported energy quotations from other suppliers.

ii P8 New Cottages:

**14. Website** The Clerk’s report:

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

Items:

**16. Date of next meeting: the Paglesham Parish Council Meeting 2018.**

**To agree: ? SEPTEMBER 2018.**

**29th June 2018. B. Summerfield Paglesham Parish Council Clerk**