####  MINUTES

####  OF THE PAGLESHAM PARISH COUNCIL

####  held at

 **THE MISSION HALL, PAGLESHAM ROAD,**

**PAGLESHAM EAST END**

 **on THURSDAY, 25th AUGUST 2016**

 **at 8 pm.**

**45 16/17 To Record the Members Present:**

 Councillor Mr D Whittingham (Chairman).

 Parish Councillors: Mr K Bench, Mrs V McVittie and Mrs J Wooding.

 Ward Councillors: Mr G Ioannou and Mr N Cooper.

 Deputy Leader of Rochford District Council, Councillor Mr M Steptoe.

 No members of the public.

 Mr B. Summerfield. [Parish Clerk].

**46 16/17 Apologies and reasons for absence: (**It is important to record the grounds upon which apologies

 for absence are tendered in case they have to be approved to prevent a casual vacancy arising - Local Government Act 1972

 schedule 12 paragraph 40).

 Received by the Clerk in person via: email, letter and telephone.

 None received.

**47 16/17 Declarations of Interests: on items on the Agenda.**

i **To receive all declarations of interests including** (dispensations under the relevant provision s.33 of the Localism Act

 2011 as applied to the Paglesham Village Trust – ref: Minute 92 14/15).

ii **The Chairman reminded Councillors to declare any further interests now and as they became evident**

 **to them, during the progress of the meeting.**

**48 16/17 Public Recording of Meetings (Openness of Local Government Bodies Regulations 2014)**

i Councillors and the public may make a record of a meeting of the Parish Council by any media device capable of recording sound and

 image.

ii Councillors and the public’s use of any media device, may not disrupt or distract the meeting by any mechanical noise, audio noise, oral commentary, light emissions or the movement or repositioning of visual recording devices.

iii The Chairman of the meeting will ask any member of the public who disregards the above to refrain from using the media device and

 where appropriate to leave the meeting.

**49 16/17 Guest Speaker**

 Deputy Leader of Rochford District Council, Councillor Mr M Steptoe reported and discussed:

Changes re: Portfolio Holders –Strategic Partnerships – Standards Boards – Improving relationships between

District and Parishes – Training offered by District having a low feedback and the need to improve the situation – Assistant Planning officer taking up the post next month – What does the PPC think on Partnership working (example play-spaces) – the idea of splitting costs of projects with other parish – Mike is the Investment Board Chairman - LACTO (Locally Owned Trading Co) – The Beagle Project is being explored with the help of Paglesham residents – New cycle Tracks as part of the Wallasea Project – Problems with fly-tipping (report to District) – Any issues let Mike know!

**50 16/17 Public Forum: ( 5 min per person only )**

 Visiting Ward/County Councillors, Councillors, and questions from members of the public.

i Ward Councillor Mr G Ioannou reported: the Plough and Sail soakaway has been reported to Gregg Speller

 and a reply awaited – Disability Sports at the Stambridge Memorial Hall on Friday’s – Neighbourhood Watch

 Training available – Hedges via the Highway Rangers (Gregg Speller) and will send the HR forms to the Clerk.

ii Ward Councillor Mr N Cooper requested that if there are any problems, just let him know.

**51 16/17 To Receive the Minutes of the Meeting of 16th June 2016.**

 The Minutes were read and were resolved to be agreed.

 Proposed by Councillors: Mrs V McVittie, seconded by Mr K Bench and agreed by all.

 The Chairman duly signed the Minutes as a correct record.

**52 16/17 Matters Arising from the Minutes: (Not on the Agenda)**

i (Minute 35/i) Perspex A4 leaflet boxes

 To the next Agenda

ii (Minute 35/i/ii) ‘Information Points’ signs, in the phone boxes.

 Councillor Mrs J Wooding reported making her first signs, but that they turned out too small.

iii (Minute 35/ii) Moving the Francis Field waste paper bin.

 To the next Agenda

iv (Minute 42) Funding the Village Newsletter

 The PVT have kindly contributed £100-00 towards the costs of the printing of the above.

**53 16/17 Correspondence: (**emails forwarded and paper received)

iPrinted Publications, General Information as received by the Clerk and placed on the table was recorded.

ii An e/letter June 2016 from Barclays bank confirming new signing arrangement amendments was recorded.

 Signatories have been confirmed:

iii An e/letter June 2016 from Gregg Speller re: Essex Highways Third Party agreements was recorded.

iv i An e/letter July 2016 from Citizens Advice re: their work in the District was recorded.

 ii Resolved: £50-00 to be donated to the above.

 Proposed by Councillors: Mrs J Wooding, seconded by Mrs V McVittie and agreed by all.

v An e/letter August 2016 from Mrs V Whittingham re: Paglesham Village Magazine was recorded.

**54 16/17 Planning:**

 Applications None.

55 16/17 Finance

i i The PPC and PVT Financial Statements ending 27th July 2016 were agreed and recorded.

 ii The above balances to be checked against Bank Statements by Councillors: Mrs V McVittie

 and Mr D Whittingham.

ii The Annual Audit return 2015-2016.

 i The Clerk reported the Notices of the Public Rights of Inspection were advertised for the requisite time.

 ii The Clerk reported compliance with the ‘Transparency publication’, on the Parish website .

iii An Invoice July 2016 from Rettendon Parish Council re: Annual costs pro rata x 3 councils @ £78-49 was recorded.

iv i An Invoice July 2016 from B Summerfield/1&1 re: Website subs 03/09/15 -16/06/16 @ £293-76 was recorded.

 ii Agreed the setting up of a Barclays D/D, for website payments was recorded.

v An Invoice July 2016 from Playsafety-ROSPA re: 023188 Annual inspections - Oyster pits @ £79-80 was recorded.

vi An Invoice July 2016 from B Summerfield/Winzip re: Malware protector (with Sutton PC) @ £21-57 was recorded.

vii An Invoice July 2016 from B Summerfield/TowerMint re: 50 x Queens 90th birthday medals @ £128-40 was recorded.

viii An Invoice August 2016 from B Summerfield/Solopress re: 1000 x Paglesham Walks flyers @ £158-00 was recorded.

ix An Invoice x 2016 from B Summerfield/Tonertopup re: Laser printer toner (with Sutton PC) @ £9-63 was recorded.

x An agreed Invoice August 2016 from B Summerfield/Amazon re: Salt/Grit Bin @ £159-88 was recorded.

xi An agreed donation August 2016 to RRCAB re: @ £50-00 was recorded.

xii The payment June 2016 to Mrs J Hindley re: Internal Audit @ £180-00 was recorded.

xiii The payment June 2016 to RCCE re: Annual Subscription @ £48-00 was recorded.

xiv The payment June 2016 to Play Safety re: Annual ROSPA inspection FF/pond @ £159-60 was recorded.

xv The payment D/D July 2016 to E.ON re: Streetlights energy @ £44-56 was recorded.

xvi The payment D/D August 2016 to E.ON re: Streetlights energy @ £46-04 was recorded.

xvii Resolved: all payments, financial statements, receipts, transfers and agreed countersigned cheques above.

 Proposed by Councillors: Mr K Bench, seconded by Mrs V McVittie and agreed by all.

**56 16/17 Paglesham Village Trust**

i The received PlaySafety reports for the Francis Field, the F/F Pond and Oyster Pits were discussed and agreed

 that their content generally reveals minor faults. The ‘Deepwater Warning’ signs will be placed on the main gate as recommended, prior to this weekends’ ‘Paglesham Show’!

ii Councillor Mrs J Wooding reported the completion of the deep water signs and passed them onto the Chairman.

iii The PVT insurance quotations were discussed and agreed the Clerk will send the three Rospa reports to

 three Insurance companies, for quotations.

iv As discussed, the Francis Field ‘ownership’ notice to be taken on by the PVPA.

v The Chairman reported that the Bank Mandates for Barclays Bank was now confirmed and that the Nat Westminster

 Bank Mandate is still in progress.

vi i Councillor Mrs J Wooding reported her research information the Boule/Petanque court costs and will

 forward the specification to a local builder for a quotation

 ii Councillor Mr K Bench will raise the above question re: PPVA support at their next meeting.

**57 16/17 Highways**

i After discussion it was agreed that a salt bin is to be purchased and installed in Church End.

 The Chairman will chase the present pub owner for the return of the salt spreader.

ii Local grass cutting claims for the ECC P3 were discussed and the grass cutting distances covered on footpaths,

 to be advised to the Clerk.

iii The Clerk reported his email to Highways, ECC re: the East Hall Road stepped highway issue!

 Ward Councillor Mr G Ioannou will be helping with the above issue on the PPC behalf.

iv Councillors reports:

**58 16/17 Street lighting.**

 Councillors reports: No U/S reports received.

59 16/17 Next Agenda Items from Councillors. *for next Agenda and exchange of information only.*

Items: Wedding hire of Francis Field – Canewdon/Rochford football match – Charges were discussed.

**60 16/17 Date of the next Paglesham Parish Meeting.**

**Agreed: Thursday 13**th **OCTOBER 2016**

 (at the Paglesham Mission Hall, East End, Paglesham commencing at **8.00** pm.)

**There being no further business the Chairman closed the meeting at 10.22pm.**

**8th October 2016. B. Summerfield Paglesham Parish Council Clerk.**