#  MINUTES

 **The Paglesham Parish Council Meeting**

 **held on Thursday 8th February 2018**

 **at St Peters Mission Hall, East End, Paglesham**

#  at 8 p.m.

**92 17-18 To Record the Members and Public Present:** 8.0 pm.

Councillor Mr D Whittingham [Chairman]

 Councillors: Mr K Bench, Mr R Fance and Mrs V McVittie.

 Members of the Public: Mr S. Byczynski, Ward Councillor Mrs L Shaw.

 The Clerk Mr. B. Summerfield.

**93 17-18 Apologies and reasons for absence:**

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

 Councillors: Mrs J Wooding (apology).

**94 17-18 Chairman’s Comments**

 The Chairman welcomed all Councillors and the public to the meeting.

 The Chairman reminded the meeting: of the fire exits and collection point, in the event of an emergency.

**95 17-18 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).

 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.**

**96 17-18 Public Questions:**

(Specifically for Guest Speakers, visiting Ward/County Councillors and questions from members of the public).

i Ward Councillor Mrs L Shaw reported: 365 change at the RDC will delay email interaction - Rough sleeper in

 the district were now down from 13 to 5 – Temporary housing at 22, South Street – will be speaking with Mark

 Francois re: Broadband – Councillor Mrs L Shaw will now be in ‘Purdah’ due to her part in the upcoming RDC

 elections.

ii Mr S. Byczynski raised questions on: Bad smells from the Frances Field pond – assistance offered to the Parish

 and to Councillor Mr R Fance in his investigation and costing, of digging out the pond - local speeding was

 discussed.

**97 17-18 To Receive the Minutes of the Meeting of 14th December 2017.**

 The Minutes were read and were resolved to be agreed.

 Proposed by Councillors: Mrs V McVittie, seconded by Mr R Fance and agreed by all.

 The Chairman duly signed the Minutes as a correct record.

**98 17-18 Matters Arising from the Minutes: (Not on the Agenda)**

i (Minute 65/i) Neighbourhood Planning introductory talk.

The Clerk reported that the Jan Stobart’s (RCCE) talk of Tuesday 23rd January 2018 was very informative.

ii (Minute 65/i) A Ward councillor Surgery

 The above was discussed and agreed a Ward Councillor Surgery be held following local advertising.

**99 17-18 Correspondence: (**emails forwarded and paper received)

i The Full Register of electors for Paglesham 2017 was recorded.

ii An e/letter November 2017 from Mr P Watson re: slow Broadband speeds in Paglesham was recorded.

 Overhead fibre optic cable are reported as being installed at East End.

iii An e/letter from Ward Councillor Mrs L Shaw re: darren.horsman@essexpnn.police.uk **(07967 821067)** was recorded**.**

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

 **100 17-18 Planning:**

i The Clerk reported (The Local Plan), consultation documents as received and copies of three local plots of land that

 appear on the ‘call for sites’ on the Local Plan were recorded.

ii Application no: None.

**101 17-18 Finance**

i The RPC and PVT Financial Statements ending November 2017 were recorded.

ii Councillors: Mr D Whittingham and Mrs V McVittie checked the above against Bank Statements.

iii The Precept demand on Rochford District Council for 2018-2019 is £5,814-00 was recorded.

iv An Invoice December 2017 from Community Heartbeat Trust (Solutions) Ltd re: replacement pads for defibrillator

 @ £87-60 was recorded.

v An Invoice February/March 2018 from B Summerfield re: Nett annual salary 2017-2018 @ £1,572-50 was recorded.

vi A notification February/March 2018 re: HMRC–RTI annual salary 2017-2018 (x 20%) @ £314-50 was recorded.

vii An Invoice February 2018 from B Summerfield re: nett annual office use 2017-2018 @ £136-11 was recorded.

viii A notification February/March 2018 re: HMRC–RTI annual office use 2017-2018 (x 20%) @ £27-23 was recorded.

ix An Invoice February 2018 from B Summerfield re: annual fuel travel ex’s 2017-2018 @ £59-80 was recorded.

x A payment February 2018 to the St Peters Mission Hall re: Rent for 2018-2019 Mission Hall @ £250-00 was recorded.

xi The Clerk’s request re: his Annual Salary payment 2018-2019, to be set up to be paid on a monthly basis,

 starting on the 5th April 2018 and in line with the other two PC’s was agreed and was recorded

 i Councillors co-signed a letter of instruction to the bank for the monthly nett salary Standing Order @ £161-87.

 ii Clerk to set up and notify the HMRC-RTI of quarterly payments (x 20%) @ £ 97-24 was recorded.

xii The payment December 2017 to Registration Team re: Data Protection renewal @ £35-00 was recorded.

xiii The payment December 2017 to R. J. Fance re: Notice board refurbishment @ £385-00 was recorded.

xiv The DD payments January E-on re: streetlight energy @ £58-49 was recorded.

xv The DD payments December/January 1&1 re: Website @ £11-99 and £35-99 was recorded.

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

 Proposed by Councillors: Mr K Bench, seconded by Mr R Fance and agreed by all.

**102 17-18 Paglesham Village Trust**

i The received Came and Co insurance Renewal Invitation @ £735-98 was recorded and agreed to be paid.

ii Payments agreed: @ £735-98 (above), £22-82 (Pond Signs), £33-42 (Floodlight).

iii The proposed floodlight at the Pavilion on Frances Field/East Hall Road has been installed.

iv Clearance of the Container and a service on the mower update are in progress.

v Councillor Mr R Fance’s report: Frances Field: all quiet.

**103 17-18 Highways**

i The Clerk reported that a written request form (petition) for a speed limit reduction from Jubilee Cottages

 to the Plough and Sail, will need to be supported by local residents.

ii A request from East London Textiles Ltd (working for Essex and Herts Air Ambulance), for a Clothing Donation

 Bank situated in the Paglesham area was Resolved: to be placed outside the Pavilion, East Hall Road.

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

 After discussion the Chairman agreed to co-ordinate.

iii Councillors reports re:

 i All hedges have been cut back.

 ii East Hall Road is being monitored by residents.

**104 17-18 Street lighting.**

i The Clerk reported the LED street lighting head replacement quotations as £355-59 nett and Philips replacement

 bulb and wiring @ £159-70 nett.

ii P11 by the Plough and Sail and the missing cover outside no. 1, New Cottages are reported still U/S but are in the

 process of being repaired.

iii The Speed Indicator at Jubilee Cottages is intermittent.

iv Councillor Streetlighting reports: None.

**105 17-18 Website**

The Clerk reported ‘Transparency’ will be up to date with the addition of todays meeting, information.

**106 17-18 Computer:**

 The Clerk reported on the existing shared (with Sutton) slowing/unreliable Parish Computer (now 8+ years old).

 Councillors agreed the Clerks suggestion of a three-way split of costs for a new computer (£406), between

 Paglesham PC, Sutton PC and the Clerk.

**107 17-18 Next Agenda Items from Councillors.** *for next Agenda and exchange of information only.*

Items: None

**108 17-18 Date of next meeting.**

 **Agreed: 22nd March 2018.**

**17th March 2018. B. Summerfield Paglesham Parish Council Clerk.**