####  MINUTES

####  OF THE PAGLESHAM PARISH COUNCIL

####  held at

 **THE MISSION HALL, PAGLESHAM ROAD,**

**PAGLESHAM EAST END**

 **on THURSDAY, 5th JANUARY 2017**

 **at 8 pm.**

**94 16/17 To Record the Members Present:**

 Councillor Mr D Whittingham (Chairman).

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

 Ward Councillors: Mrs L Shaw and Mr N Cooper.

 Members of the public Mr R Fance.

 Mr B. Summerfield. [Parish Clerk].

**95 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.

 Ward Cllr Mr G Ioannou.

**96 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.**

**97 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.

**98 16/17 The co-option of a member of the public as a Councillor**

i Mr R Fance’s written request to be considered for co-option as a Councillor of the PPC was recorded.

ii Resolved: Mr R Fance be co-opted as a councillor of the Paglesham Parish Council.

iii Mr R Fance signed a Declarations of Acceptance of the office of Councillor of the Paglesham Parish Council.

iv Councillor Mr R Fance has received and has to complete and sign a Declaration of Interests (must be completed

 inside 28 days).

v Councillor Mr R Fance requested a dispensation as a local tax payer and signed the form (Council tax/Precept/PVT).

vi The Clerk will forward various paperwork to Councillor Mr R Fance.

**99 16/17 Public Forum: ( 5 min per person only )**

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

i Ward Councillor Mrs L Shaw reported: her campaign to promote the road safety of children by purchasing

 self-adhesive, reflective, smiley face badges in different colour’s that can be stuck on to school bags or

 other suitable apparel so that the school kids can be seen in the dark and is chasing the RDC for support, possible

 financing and speaking with local schools to get support for the idea!

ii Ward Councillor Mr N Cooper reported: that the local road edges were in some instances in a poor condition being allegedly, badly repaired in the past -- hedge overgrowth on the Paglesham Road was discussed and is to be inspected by the PPC Chairman, Councillor Mr D Whittingham and Ward Councillor Mr G Ioannou in the near future.

**100 16/17 To Receive the Minutes of the Meeting of 8th December 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.

**101 16/17 Matters Arising from the Minutes: (Not on the Agenda)**

i (Minute 81/ii) Plough and Sail outside Flooding

 Cllr Mr G Ioannou’s report: next Agenda.

ii (Minute 81/ii) Joint ‘Neighbourhood Planning’ (Stambridge/Paglesham)

 Agreed the N/P document will be passed around councillors and will be discussed at the next meeting.

iii (Minute 81/ii) Road side hedging hazards in Paglesham.

Cllr Mr G Ioannou and the Chairman’s joint inspection report: next Agenda

iv (Minute 83/i) Perspex A4 leaflet boxes

 Councillor Mr R Fance’s report: next Agenda

v (Minute 83/ii) ‘Information Points’ signs, in the phone boxes.

 Councillor Mr R Fance’s report: next Agenda

vi (Minute 84/vii) Post Office re: returned 1&1 Paglesham letter

 The Clerk’s report: next Agenda

**102 16/17 Correspondence: (**emails forwarded and paper received)

i General information emails to councillors were noted.

ii Various information and publications December/January 2016/7 from RDC were read and two members will

 attend the RDC/Parish Councils networking event on 25th January 2017 at the Saxon Hall at 9.45 am.

 Clerk to forward agenda and attendance form to all, when received.

iii An e/letter December 2016 from RAVS re: small PC grants to local groups was recorded.

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

**103 16/17 Planning:**

 None

**104 16/17 Finance (Precept 2017-2018).**

**A Precept 2017-2018:**

i Information from the EALC re: no Government capping of Parish Councils for 2017-2018 was noted.

ii The RDC Information re: Precept grant allocations for 2017/2018 were recorded.

iii PVT transfers:

 i The PVT insurance contribution for 2015- 2016 @ £500 was agreed to be transferred to the PPC.

 ii The PVT insurance contribution for 2016- 2017 @ £500 was agreed to be transferred to the PPC.

 iii The financial transfer of items paid by the PPC re: the PVT 2016- 2017 @ £240-00 was agreed.

iv Financial information from the Clerk re:

 i the breakdown of the collective costs up to 31st March 2017 was discussed and together with the above

 was agreed @ £3,317, the approximated residual reserves.

 ii After an in-depth discussion:

 Resolved: the PRECEPT demand on Rochford District Council for 2017-2018 is £5,485-00.

**B General Finance:**

i i The PPC and PVT Financial Statements ending December 2016 were recorded.

 ii The above balances were checked against Bank Statements by Councillors: Mr K Bench and Mr R Fance.

ii An Invoice December 2016 from W&H (Romac) Ltd re: two streetlight repairs @ £239-46 was recorded.

iii The payment December 2016 to B Summerfield re: Winzip Malware (Sutton £25-14) @ £12-57 was recorded.

iv The payment December 2016 to B Summerfield re: Winzip 20.5 Standard (Sutton £37-09) @ £18-54 was recorded.

v The payment December 2016 to Royal British Legion re: 5 x A type wreaths @ £50-00 was recorded.

vi The payment December 2016 to Information Commission re: 2016-2017 Data Protection @ £35-00 was recorded.

vii The D/D payment of December 2016 to E.ON re: Streetlights energy @ £51-74 was recorded.

viii Resolved: all payments, the Precept 2017-2018, financial statements, receipts, transfers and countersigned cheques above.

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

**105 16/17 Paglesham Village Trust**

i The PVT insurance quotation questions from Came and Co were read to the Council.

 Councillor Mrs V McVittie will research the last insurance claim date, amount and detail and forward to the Clerk.

ii The Chairman reported the Bank Mandate for Nat Westminster Bank is now set up.

iii Councillors; Mrs J Wooding and Mr K Bench reported the potential Boule/Petanque court details and actions

 are in progress.

iv Councillor Mr R Fance voluntarily agreed to survey the Frances Field, move picnic benches and service the mower and agreed that Easter time was good for looking at the field work required for the Summer.

**106 16/17 Highways**

i A pothole on the corner by Biggins Farm, Paglesham Road has been reported and an ECC inspection was carried

 out the previous day – the water leak on the road at ‘Redcroft’ is noted.

ii Councillors reported that the Police are aware of the continuing suspicious parking of cars in the laybys on

 the East Hall Road and will visit if prompted by councillors, through our local Ward Councillor.

**107 16/17 Street lighting.**

i Two streetlights have been repaired and a further U/S streetlight has been reported at the meeting.

ii The Clerk reported the quoted costs of conversion to LED streetlighting amounted to some £359 per head.

 Agreed: conversion costs need to be covered by any Grants available - Clerk to research!

**108 16/17 Website.**

i The Clerk reported the site up to date!

ii The Clerk agreed to place the mobile library visiting times on the website when received from Councillor Mrs

 J Wooding and to email Cllr Wooding with a notice showing the PPC website address for the Notice Boards.

**109 16/17 Next Agenda Items from Councillors. *for next Agenda and exchange of information only.***

 Items: None.

**110 16/17 Date of the next Paglesham Parish Meeting**:

**Agreed Thursday 2nd MARCH 2017**

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

**There being no further business the Chairman closed the meeting at 9 16pm.**

**25th February 2017. B. Summerfield, Paglesham Parish Council Clerk.**