#  MINUTES

 **The Paglesham Parish Council Meeting**

 **held on Thursday 5th July 2018**

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

#  at 8 p.m.

**45 18-19 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: Ward Councillor Mrs L Shaw.

 The Clerk Mr. B. Summerfield.

**46 18-19 Apologies and reasons for absence:**

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

 Councillors: Mrs J Wooding (apology), Ward Councillors: Mr G Ioannou.

**47 18-19 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.

**48 18-19 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.**

**49 18-19 Public Questions:**

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

 Ward Councillor Mrs L Shaw reported; has noticed that there are no white lines in the middle of the Paglesham Road

or Speed limits – A road side mirror is smashed at Cupola House and will report both to LHP – the Canewdon

retrospective planning application for the Gypsy site has been rejected and is to be appealed - Broadband is to be

activated from July to September 2018 and should be leaving only 8% of the Village not covered.

**50 18-19 To receive the Minutes of the AGM of 17th May 2018.**

 The Minutes were read and were resolved to be agreed.

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

 The Chairman duly signed the Minutes as a correct record.

**51 18-19 To receive the Minutes of the Extraordinary Meeting of 7th June 2018.**

 The Minutes were read and were resolved to be agreed.

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

 The Chairman duly signed the Minutes as a correct record.

**52 18-19 Matters Arising from the Above:**

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

 Ward Councillor Mrs L Shaw reported on progress.

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

 The Clerk reported he has been advised by Planning, RDC that a COU or other application is expected soon.

**53 18-19 Correspondence: (**emails forwarded and paper received)

i i A letter June 2018 to Caleb Rayner Ltd re: Potentially dangerous tree at Church End was recorded.

 ii The Clerk reported he has been advised that an Aboriculturist has inspected the trees at Church End, a year ago

 and a copy of the report given to the complainant.

ii A letter June 2018 to Greaves and Co re: Waterside Road potholes was recorded.

iii A letter June 2018 to Maules re: Potentially dangerous dead tree at Church End was recorded.

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

 **54 18-19 Planning:**

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

 (Proposed Three Bay Timber Framed Detached Garage)

* Paglesham Parish Council have no objections.

ii The Chairman allowed a late planning decision from Essex County Council re: ESS/02/18/ROC Wallasea Island works.

**55 18-19 Finance**

i i The RPC and PVT Financial Statements ending May/June 201 were recorded.

 ii The PVT books are currently with the internal auditors.

 iii RPC/PVT Financial Statements checked against Bank Statements by Councillors Mr K Bench and Mrs V McVittie.

ii An Engagement letter from J P Smoothy and Co (Accountants) was recorded.

iii The Clerk reported 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) was recorded.

v The Clerk reported HMRC ‘Earlier Year Update’ was actioned due to P60 incorrect figures, was recorded.

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

vii The HMRC PAYE-RTI payment of the 1st quarter 2018-2019 @ £116-40 was recorded.

viii An Invoice July 2018 from B Summerfield re: shared (Sutton) McAfee software at £39-99 each was recorded.

ix An Invoice June 2018 from W&H (Romac) Ltd re: P8 Streetlighting @ £78-54 was recorded.

x An Invoice June 2018 from RCCE re: subscription @ £52-80 was recorded.

xi The payment May 2018 to EALC annual Subscription 9397 @ £67-38 was recorded.

xii The payment May 2018 to Came and Co re: 3 x year annual insurance 2018-2019 @ £414-48 was recorded.

xiii The Clerk’s Standing Order salary payments of April/May/June @ £155-36 per month was recorded.

xiv The DD payments May/June to E-on re: streetlight energy @ £62-27/£66-47 was recorded.

xv The DD payment May 1&1 re: Website @ £19-12/£35-99 was recorded.

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

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

**56 18-19 Paglesham Village Trust**

i The Chairman’s reported the PVT books are with the accountant for the Internal Audit – Essex Highways have agreed to pump out the sump at the Plough and Sail x 4 times a year to prevent flooding and was last cleared in January 2018 –

 The RDC Rangers will cut back hedging on the Paglesham Road – the RDC is putting together a 20/20 tourism package

 to be discussed in September/October 2018.

ii Councillor Mr R Fance reported: the field Container cleared out – the jetty at the oyster Pitts is broken and floating

 away on the tide and has’ jury rigged’ it to keep it together - the Chairman will contact the RSA to restore the jetty.

**57 18-19 Highways**

i The Clerk reported the VAS at Jubilee Cottages is not on the ECC, Highways list and therefore has asked ROMAC’S Contractors to inspect the unit and report back.

ii Councillor Mr R Fance reported the dead Elm held up by trees, over the public footpath by Well House is secure and will be removed by him when the crop is harvested.

**58 18-19 Street lighting.**

i The Clerk reported on research into energy quotations from suppliers EDF and E-on.

ii P8 New Cottages has been repaired.

**59 18-19 Website**

 The Clerk reported the website will be brought up to date following the inclusion of this meetings information

**60 18-19 Next Agenda Items from Councillors.** *for next Agenda and exchange of information only.*

Items:

**61 18-19 Date of next meeting: the Paglesham Parish Council Meeting 2018.**

 **Agreed: 30th AUGUST 2018.**

There being no further business the Chairman closed the meeting, with thanks for his hospitality, at 9. 11pm.

**24th August 2018. B. Summerfield, Paglesham Parish Council Clerk/RFO.**