#  MINUTES.

 **The Paglesham Parish Council Meeting**

 **held on Thursday 8th November 2018 at**

 **St. Peters Mission Hall, East End, Paglesham, Essex**

#  at 8 p.m.

**78 18-19 To Record the Members and Public Present:** 8.03 pm.

Councillor Mr D Whittingham [Chairman]

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

 Ward Councillor Mrs L Shaw.

 Members of the Public: None.

 The Clerk Mr. B. Summerfield.

**79 18-19 Apologies and reasons for absence:**

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

 Ward Councillor: Mr G Ioannou.

**80 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.

**81 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.**

**82 18-19 The Public Forum:** ( 5 minutes per person )  **(Specifically for Councillors statements, Guest Speakers, visiting Ward/County Councillors and questions from members of the public).**

Ward Councillor Mrs L Shaw reported: the Ward Surgeries were held at Stambridge and Canewdon --- ‘Excess food’ collection from local food retailers, supplying 643 meals covering 35 vulnerable families.

**83 18-19 To Receive the Minutes of the Parish Council Meeting of 30th August 2018.**

 The Minutes were read and were resolved to be agreed.

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

 The Chairman duly signed the Minutes as a correct record.

**84 18-19 Matters Arising from the Above:**

i (Minute 68 18-19/ii) Website information re: new local Superfast Broadband

www.superfastessex.org/whatshappeningnext (or) www.superfastessex/maps was recorded.

ii (Minute 75 18-19) GDPR meeting.

 Clerk reported the cancellation and the rearranged meeting to be held on 21st November 2018.

**85 18-19 Correspondence: (**emails forwarded and paper received)

i An e/letter October 2018, of thanks from the Essex and Herts Air Ambulance for the Paglesham PC donation was recorded.

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

 **86 18-19 Planning:**

i I To record the PPC consultation response to the RDC Planning of 6th August 2018 Application no 18/00599/FUL,

 The Punch Bowl, Church End, Paglesham. SS4 2DP. (Change of Use from Mixed Use as a Public House

 and Residential Use to C3 Residential Use and Retention of Fences and Gates):

                    ii Paglesham Parish Council oppose the application based on: the of loss of the Paglesham Church End Village Amenity, the loss of the Paglesham/Rochford tourist amenity, the loss of the PH car parking and oppose the additional new gates and fence as they are not commensurate with the historic Street Scene and out of keeping

in a Conservation area.

iii To receive the Ward Councillors response to the Paglesham Parish Council request: that the planning decision on the above is ‘called in’ to be decided by the full Rochford District Council.

ii For information only: Application no 18/00841/LBC 1, The Chaseway, The Chase, Paglesham, Essex.

 (Repair Damaged Roof. Replaster and Replacement of Wall Materials Internally) was noted.

iii Application no 18/00698/FUL 1, Shop Row, Paglesham, Essex SS4 2EW.

 (First Floor Side Extension, First Floor Rear Extension Pitched Roof over Existing Rear Extension) -

 Paglesham Parish Council object based on the support of all local objections and overdevelopment in a conservation area.

iv A new High Fence.

 Was discussed.

**87 18-19 Finance**

i i The RPC and PVT Financial Statements ending September 2018 were recorded.

 iii RPC/PVT Financial Statements to be checked against Bank Statements by Councillors Mr K Bench,

 and Mr R Fance.

ii An email/letter from HM Revenue and Customs referring to the VAT 126 claim process 2018 and instructions for the Clerk to process VAT126, on line. Registration number (XBV126000107109) was recorded.

iii An Invoice August 2018 from B Summerfield/HMRC, 2nd Quarter PAYE-RTI 2018-2019 @ £116-40 was recorded.

iv An Invoice October 2018 from B Summerfield/Eureka Office Supplies re: x 2 Laser Printer Cartridges

 (to be shared with Sutton) @ £57-58 was recorded.

v A donation October 2018 re: donation (reissued) to Rochford and Rayleigh CAB @ £50-00 was recorded.

vi An Invoice October 2018 from H&W (Romac) Ltd re: 133837 Streetlight repair P10. @ £101-28 was recorded.

vii The payment July 2018 to B Summerfield re: shared (Sutton) McAfee software @ £39-99 was recorded.

viii The payment July 2018 to W&H (Romac) Ltd re: P8 Streetlighting @ £78-54 was recorded.

ix The payment July 2018 to RCCE re: subscription @ £52-80 was recorded.

x The payment July 2018 to HMRC re: 1st Quarter PAYE-RTI @ £116-40 was recorded.

xi The payment August 2018 to B Summerfield/Smoothy Accountants re: Internal Audit @ £200-00 was recorded.

xii The donation August 2018 to Essex Air Ambulance @ £50-00 was recorded.

xiii The donation August 2018 --- Cancelled re: (Wrong Title) was recorded!

xiv The payment August 2018 to ROSPA re: inspection of x 3 PVT areas @ £239-40 was recorded.

xv The Clerk’s Standing Order salary payments of August/September @ £155-36 per month was recorded.

xvi The DD payments September to E-on re: streetlight energy @ £66-47/£64-32 was recorded.

xvii The DD payment August/September, 1&1 re: Website @ £71-86/£35-99 was recorded.

 The Clerk reported that he has rearranged the contract with 1&1 to reduce the running costs of the website: recorded.

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

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

**88 18-19 Paglesham Village Trust**

i The Chairman reported: various cheques were agreed and co-signed - The accounts have been received back from

 the Internal Auditors with a clean bill of health – the Frances Field ‘star spotting’ by school children, was no problem

 - the toilets have been broken in to and have been repaired by the Chairman - a noisy remote-control car on the

 field caused aggravation for a neighbour – The van dweller parking in the front of the Pavilion at night, to be

 investigated – a kissing gate to stop quad bikes using the field to be discussed.

ii The Chairman is investigating the Oyster Pitts declaration by previous owners, etc.,

iii Councillor Mr R Fance reported a second quote at £1,250-£,1500 for clearing out of the pond.

 i Resolved the Roger Burrows quotation at £1,200 is accepted by the PVT.

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

iv The Charitable Trusteeships available to the PPC and the PVT are being researched by the Clerk.

**89 18-19 Highways**

i Plough and Sail flooding: Agreed the Clerk to arrange a meeting with Mr R Baranowski (when its raining)!

ii The local contractor is unable to get into the VAS at Jubilee Cottages.

iii Councillor reports:

**90 18-19 Street Lighting.**

 Councillor reports: P 10 fixed and P15 to be repaired.

**91 18-19 Website**

 The website will be brought up to date with the inclusion of this evenings meeting information.

**92 18-19 Armistice Day Commemorations:**

i The Church Service: (Act of Remembrance)

ii Wreaths are arranged

iii Bell Ringing at 12.30 pm:

**93 18-19 Next Agenda Items from Councillors.** *for next Agenda and exchange of information only.*

Items: 20-20 celebrations in Paglesham

**94 18-19 Date of next Paglesham Parish Council Meeting.**

 **Agreed: 3rd January 2019.** (Precept 2019-2020)

There being no further business the Chairman closed the meeting at 10. 12 pm.

**5th January 2019. B. Summerfield Paglesham Parish Council Clerk/RFO.**