**PAGLESHAM PARISH COUNCIL**

 www.pagleshamparishcouncil.co.uk

**CLERK:**

Mr B. Summerfield,

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Essex.

SS4 1LG.

01702 549308.

bsummvint@hotmail.com

**CHAIRMAN:**

Councillor Mr D Whittingham,

Cobblers Row,

East End,

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SS4 2ER.

01702 258616

cobblersrow@tiscali.co.uk

 **AGENDA**

 **YOU ARE HEREBY SUMMONED TO A MEETING OF THE PAGLESHAM PARISH COUNCIL**

 **TO BE HELD AT St PETERS MISSION HALL, PAGLESHAM ROAD, EAST END, PAGLESHAM, SS4 2EQ**

 **ON THURSDAY, 7th MARCH 2019.**

 **(COMMENCING AT 8 p.m.)**

Chairman's opening remarks.

**1. To Record the Members Present:**

i Councillors

ii Members of the Public

**2. Apologies for absence:**

 **To be received by the Clerk in Person via: email, letter or telephone**

**3. To Receive Declarations of Interest.**

i To receive all declaration of interests;

ii The Chairman reminds Councillors to declare any further interests now and/or as they become evident to them,

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

**5. To Receive the Minutes of the Parish Council Meeting of 10th January 2019.**

 To receive and agree:

**6. Matters arising from the Minutes**: (not on the Agenda)

i (Minute 101/ii) RDC 20-20 celebrations in Paglesham

Clerk’s report: PPC letter requesting a permanent marker re: The ‘Beagle’.

ii (Minute 109) Names on local cottages to assist delivery drivers

 To discuss:

**7. Correspondence: (**emails forwarded and papers received)

i To record correspondence January 2019 re: Community Assets, ‘Community Right to Bid’, and ‘Community Listing’.

ii To record correspondence January 2019 to Maclean Maritime Engineering re: Waterside Road maintenance.

iii To record correspondence January 2019 to Community Heartbeat Trust re: Defibrillator and First Aid training.

iv To record correspondence January 2019 to Patrick Welsh of Natural England Coast Path Scheme.

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

 **8. Planning:**

i Application no --------------

**9. Finance**

i i To receive the RPC and PVT Financial Statements ending February 2019.

 ii RPC/PVT Financial Statements were checked against Bank Statements by Councillors: ……………………

 and …………………………………

ii To record the PRECEPT on Rochford District Council for 2019-2020 @ £6,408.

iii To record the Clerk’s publications of the RDC Council Tax for 2019-2020.

iv To agree: the Council’s PRECEPT deliberations re: the Clerk’s Salary for 2019-2020.

v To agree to co-sign a letter to the Barclays Bank requesting the monthly Standing Order to the Clerk Mr B Summerfield,

 to be adjusted to £185-00 from the 5th of April and thereafter monthly until further notice.

vi To receive an Invoice March 2019 from the Clerk Mr B Summerfield re: Annual office charge @ £ 163-34. vii To receive an Invoice March 2019 from the Clerk Mr B Summerfield re: Annual travel charge @ £ 87-40.

viii To receive an Invoice January 2019 from W&H (Romac) Ltd re: 133954 Streetlighting repair @ £158-28.

ix To receive an Invoice February 2019 from St Peter’s Mission Hall re: Annual Rent @ £250-00.

x To agree a payment of March 2019 TO HMRC re: 4th Quarter PAYE-RTI 2018-2019 @ £116-40.

xi To record the payment January 2019 to Information Commission re: Data Protection Fee @ £40-00.

xii To record the payment January 2019 to B Summerfield/HMRC, 3rd Quarter PAYE-RTI 2018-2019 @ £116-40.

xiii To record the payment January 2019 to B Summerfield/Stamps x £64-80/paper x £36-96 = £101-76 @ £50-88.

xiv To record the payment January 2019 8 to W&H (Romac) Ltd re: 133912 Streetlight repair P14 @ £101-28.

xv To record the payment January 2019 to W&H (Romac) Ltd re: 133938 Streetlight repairs: P2/P15 @ £154-98.

xvi To record the payment January 2019 to EALC re: Essex Equals 28 CiLCA (Clerk’s training) @ £465-00.

xvii To record the Clerk’s Standing Order salary payments of December /January @ £155-36 per month.

xviii To record the DD payments January/February to E-on re: streetlight energy @ £66-47 & £72-00.

xix To record the DD payment x 3 months, 1&1 re: Website @ £ 19-12.

xx To Resolve all invoiced payments, financial statements, receipts, transfers, and agreed countersigned cheques above.

 Proposed by Councillors: ……………………, seconded by ………………. and agreed by all.

**10. Paglesham Village Trust**

 i To receive an Invoice February 2019 from Came and Company re: Annual Insurance @ £765-42.

 ii The Chairman’s report:

 i The Oyster Pits deeds.

 ii Insurance renewal request from Came & Co.

 iii The clearance of the pond.

 iii Councillor Mr R Fance’s report:

 iv Councillor reports:

**11. Policies:**

To discuss the Annual updates:

 i Risk Assessment

 ii Standing Orders

 iii Financial Regulations

**12. Highways**

i Clerk’s report re:

 i Plough and Sail flooding.

 ii East Hall Road resurfacing issue.

**13. Street Lighting.**

 Councillor reports:

**14. Website**

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

**15. Clerks CiLCA Training:**

 Clerk’s report:

**16. Forthcoming Parish Council Elections:**

 To discuss:

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

Items:

**18. Date of next Annual Paglesham Parish Meeting.**

 **To agree: 9/16 ? May 2019.**

**19. Date of next Paglesham Parish Council Annual General Meeting.**

 **To agree: 9/16 ? May 2019.**

**2nd March 2019. B. Summerfield, Paglesham Parish Council Clerk/RFO.**