

# PAGLESHAM PARISH COUNCIL

www.pagleshamparishcouncil.co.uk

**CHAIRMAN:**

Councillor Mr D Whittingham,  
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**CLERK:**

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## AGENDA

**YOU ARE HEREBY SUMMONED TO THE MEETING OF  
THE PAGLESHAM PARISH COUNCIL,  
TO BE HELD AT ST. PETER'S MISSION HALL, PAGLESHAM ROAD, EAST END, SS4 2EQ  
ON THURSDAY, 27<sup>th</sup> JUNE 2019.  
(COMMENCING AT 7 p.m.)**

Chairman's opening remarks.

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

- i Councillors:
- ii Members of the Public:

**2. Apologies for absence:**

- i To be received by the Clerk in person only via: email, letter and telephone.
- ii To discuss PPC acceptance of reasons for absence.

**3. Declarations of Interests**

- i **To receive all declarations of interests including dispensations under the relevant provision s.33 of the Localism Act 2011.**
- ii **The Chairman reminds Councillors to declare any further interests now and as they became evident to them, during the progress of the meeting.**

**4. Paglesham Casual Vacancies:**

- i To receive applications for the two casual vacancies.
- ii To receive personal statements from applicants.

**5. Co-option of applicants for the role of Parish Councillor.**

- i Co-opted Members of the public to sign their Statutory Declaration of Acceptance of Office.
- ii To receive their Declarations of Interests Forms (28 days) and additional paperwork.

**6. Dispensations (relevant provision is s.33 of the Localism Act 2011)**

The Clerk received Councillors written requests for dispensations re: Financial matters as local council tax payers inc: the Precept and as members of the Paglesham Village Trust.

**7. The RDC 'Discover 20/20' talk by Angela Hutchins, Rochford District Council.**

- i To discuss potential 20/20 celebrations and the potential Paglesham celebration:
- ii The formation of a 20-20 committee:

**8. Public Forum: ( 5 min per person only )**

Councillors, Guests, visiting Ward/County Councillors and questions/statements from members of the public.

## 9. **Model Code of Conduct**

To discuss:

## 10. **Freedom of Information Act/General Data Protection Regulations:**

To discuss:

## 11. **To receive the Minutes of the Annual General Meeting of 9<sup>th</sup> May 2019.**

To agree:

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

- i (Minute 23/i) RDC 20-20 celebrations in Paglesham
  - i Caleb Rayner Ltd.
  - ii Committee of representatives of Paglesham PPC, PVT and PVPA to discuss further.
- ii (Minute 23/ii) Community Heartbeat Trust:  
AED training to be held on 20<sup>th</sup> July 2019.
- iii (Minute 23/iii) 'Community Listing'  
The Clerk's report:
- iv (Minute 23/iv) Waterside Road maintenance  
The Clerk's report:
- v (Minute 24/i) Proposed Mobile Stroke Unit.  
The Clerk's report:
- vi (Minute 24/ii) Open Reach and Broadband coverage in Paglesham.  
The Clerk's report:
- vii (Minute 26/ii) A 'Local Policeman'  
To discuss
- viii (Minute 28/i) Plough and Sail continuing road flooding.  
To discuss

## 13. **Correspondence:** (emails forwarded and papers received)

- i To receive an e/letter from Essex Highways re: The Salt Bag Partnership Winter 2019/20.
- ii Printed Publications and General Information received by the Clerk, as placed on the table.

## 14. **Planning:**

- i Application no. 19/00360/FUL: Waterside Farm, The Chase, Paglesham. SS42EJ.  
(Convert Existing Rural Barns to Form Two Number Holiday Lets, With Associated Landscaping).
- ii To receive RDC delegated planning decisions.

## 15. **Finance**

- i
  - i To receive the RPC and PVT Financial Statements ending May 2019.
  - ii RPC/PVT Financial Statements to be checked against Bank Statements by Councillors: ..... and .....
- ii To receive Heelis & Lodge (Internal Auditors) report and Annual Governance & Accountability Return Part 2, 2018-2019.
- iii To receive, discuss, sign and complete the Annual Governance Statement 2018-2019.
- iv To receive, discuss, sign and complete the Accounting Statements 2018-2019.
- v To resolve and sign the completion of the Certificate of Exemption for AGAR Part 2, 2018-2019.
- vi To receive the RFO dates set for the Period of the Exercise of Public Rights
- vii To receive an Invoice May 2019 from Heelis and Lodge re: Internal Audit @ £.....

- viii To receive an Invoice May 2019 from the courier re: Internal Audit paperwork transport @ £.....
  - ix To receive an Invoice May 2019 from B Summerfield/Eurooffice re: stationery (with Sutton) @ £68-39.
  - x To receive an Invoice May 2019 from ROSPA Play Safety re: Inspection and reports on Frances Field, the Pond and Oyster Pits @ £246-60.
  - xi To record the payment March 2019 to B Summerfield/Land Registry search @ £42-00.
  - xii To record the payment March 2019 to Came and Company re: Annual insurance @ £338-40.
  - xiii To record the payment March 2019 to EALC re: Annul subscription @ £68-14.
  - xiv To record the payment March 2019 to B Summerfield in lieu of non-payment by the Bank of the Standing Order salary increase for 2019-2020 @ £29-69,
  - xv To record the Clerk's Standing Order salary payments of May @ £185-00 per month.
  - xvi To record the DD payments June to E-on re: streetlight energy @ £82-06..
  - xvii To record the DD payment 1&1 re: June Website @ 8-44.
  - xviii To resolve: all invoiced payments, auditing statements, financial statements, receipts, transfers, and agreed countersigned cheques above.
- Proposed by Councillors: ....., seconded by ..... and agreed by all.

**16. Paglesham Village Trust:**

- i The Chairman's report:
- ii Councillor Mr K Bench report re: the grass cutting volunteers Rota.

**17. Highways:**

- i The Clerk's report:
- ii Councillor reports:

**18. Street Lighting:**

Councillor reports:

**19. Website:**

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

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

Items:

**22. Date of next Paglesham Parish Council Meeting.**

To agree: **Thursday 18/25 July 2019** at 8pm.

22<sup>nd</sup> June 2019.

**B. Summerfield, Paglesham Parish Council Clerk/RFO.**