

MINUTES DRAFT

The Paglesham Parish Council Meeting
held on Thursday 27th June 2019 at
St. Peters Mission Hall, East End, Paglesham, Essex
at 7 p.m.

34 19-20 **To Record the Members and Public Present:**

7.00 pm.

Councillor Mr D Whittingham [Chairman]

Councillors: Mr K Bench and Mrs V McVittie.

Ward Councillors: None.

Members of the Public: Angela Hutchins RDC, Mr and Mrs R Chopin and Mr M Corr.

The Clerk Mr. B. Summerfield.

35 19-20 **Apologies and reasons for absence:**

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

Absent member of the public: Mr S Cane and Ward Councillors; Ioannou, Shaw and Wootton.

36 19-20 **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.

37 19-20 **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.**

38 19-20 **Paglesham Casual Vacancies:**

An application from Mr Martin Corr for the position of Councillor was received.

39 19-20 **Co-option of applicants for the role of Parish Councillor.**

i Member of the public Mr Martin Corr received and signed his Statutory Declaration of Acceptance of Office as a co-opted member of the Paglesham Parish Council.

ii Councillor Mr Martin Corr received his Declarations of Interests Forms (28 days) and additional paperwork.

40 19-20 **Dispensations** (relevant provision is s.33 of the Localism Act 2011)

The Clerk received Councillor Mr M Corr's written requests for a four year dispensation re: All financial matters as a local council tax payer and as a member of the Paglesham Village Trust.

41 19-20 **The RDC 'Discover 20/20' talk by Angela Hutchins, Rochford District Council.**

i Angela Hutchins described the potential RDC 20/20 celebrations and in particular the 'Beagle's' 200th anniversary. The Wallasea Island (RSPB) potential viewing platform was described and the proposed celebratory actions on the day of the event on 30th/31st May 2020 - The potential Paglesham celebratory marking of the last resting place of the 'Beagle' in Paglesham East End was discussed with Angela and Mr and Mrs R Chopin, our resident Beagle experts. Anne and Rodney Chopin, have a Beagle anchor and are willing to donate it to be placed (with all necessary permissions) to mark the last resting place of the Beagle. A Paglesham Parish Council permanent Flag pole marker is also proposed.

ii The written History and research will be found as an appendix at the end of these Minutes.

42 19-20 **Public Forum: (5 min per person only)**

Councillors, Guests, visiting Ward/County Councillors and questions/statements from members of the public. None.

43 19-20 **Model Code of Conduct**

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

44 19-20 **Freedom of Information Act:**

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

45 19-20 **General Data Protection Regulations:**

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

46 19-20 **To receive the Minutes of the Annual General Meeting of 9th May 2019.**

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.

47 19-20 **Matters arising from the Minutes:** (not on the Agenda)

i (Minute 23/i) RDC 20-20 celebrations in Paglesham

The Clerk read his letter to Caleb Rayner Ltd to the Council. No reply to date.

- ii (Minute 23/ii) Community Heartbeat Trust:
AED training to be held on 20th July 2019 at St. Peter's Mission Hall.
- iii (Minute 23/iii) 'Community Listing'
After discussion it was agreed that the Clerk to research all available information re: further Community Listing and Community purchase grant options.
- iv (Minute 23/iv) Waterside Road maintenance
The Clerk reported no response from his email:
- v (Minute 24/i) Proposed Mobile Stroke Unit.
The Clerk reported that the above is waiting for registration as a Charity.
- vi (Minute 24/ii) Open Reach and Broadband coverage in Paglesham.
The Clerk has spoken with the MP's aid who is waiting for further information from interested parties.
- vii (Minute 26/ii) A 'Local Policeman'
It was agreed that any decision is put on hold until further information is available.
- viii (Minute 28/i) Plough and Sail continuing road flooding.
Councillor Mr D Whittingham has further photographic flooding evidence.

48 19-20 **Correspondence:** (emails forwarded and papers received)

- i i An e;/letter from Essex Highways re: The Salt Bag Partnership Winter 2019/20 was recorded.
- ii Agreed no further salt bags to be ordered this year (for Winter 2019).
- ii Printed Publications and General Information received by the Clerk, as placed on the table.

49 19-20 **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).
- Paglesham Parish Council approve.
- ii RDC delegated planning decisions were read to the Council.

50 19-20 **Finance**

- i i The RPC and PVT Financial Statements ending May 2019 were recorded.
- ii RPC/PVT Financial Statements were checked against Bank Statements by Councillors: Mr K Bench and Mr M Core.
- ii i Heelis & Lodge were adopted as the Paglesham PC Internal Auditors for 2019-2020.
- ii The Heelis and Lodge report and Annual Governance & Accountability Return Part 2, 2018-2019 were read to the Council and agreed.
- iii The Annual Governance Statement 2018-2019 was read, agreed and co-signed by the Chairman and RFO/Clerk.
- iv The Accounting Statements 2018-2019 was read, agreed and co-signed by the Chairman and RFO/Clerk.
- v The Certificate of Exemption for AGAR Part 2, 2018-2019 was read, agreed and signed by the Chairman.
- vi The dates set by the Clerk for the Period of the Exercise of Public Rights were 1st July to 9th August 2019.
- vii An Invoice May 2019 from Heelis and Lodge re: Internal Audit @ £ Not received.
- viii An Invoice May 2019 from B Summerfield/Eurooffice re: stationery (with Sutton) @ £68-39 was recorded.
- ix An Invoice May 2019 from ROSPA Play Safety re: Inspection and reports on Frances Field, the Pond and Oyster Pits @ £246-60 was recorded
- x The Council agreed the payment of the HMRC-RTI first 3 month period 2019-2020 @ £138-60 which was recorded.
- xi The payment March 2019 to B Summerfield/Land Registry search @ £42-00 was recorded.
- xii The payment March 2019 to Came and Company re: Annual insurance @ £338-40 was recorded.
- xiii The payment March 2019 to EALC re: Annul subscription @ £68-14 was recorded.
- xiv 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 was recorded,
- xv The Clerk's Standing Order salary payments of May @ £185-00 per month was recorded.
- xvi The DD payments June to E-on re: streetlight energy @ £82-06 was recorded.
- xvii The DD payment 1&1 re: June Website @ 8-44 was recorded.
- xviii The receipt of the 2nd Payment from the RDC of the second part of the Precept @ £3,204-00 was recorded,
- xix Resolved: all invoiced payments, auditing statements, financial statements, receipts, transfers, and agreed countersigned cheques above.
Proposed by Councillors: Mrs V McVittie, seconded by Mr M Corr and agreed by all.

51 19-20 **Paglesham Village Trust:**

- i The Chairman reported on a successful preliminary Cif application and will apply for the full application for the grass cutting ride-on machine. Various cheques were agreed and co-signed.
- ii Councillor Mr K Bench reported re: the grass cutting Rota is established with a 'WhatsApp' group of 7 volunteers.

52 19-20 **Highways:**

- i The Clerk's report: A parking complaint from a resident has been handled by the Clerk.
- ii Councillor reports: None.

53 19-20 **Street Lighting:**

- Councillor reports: None.

