#  MINUTES DRAFT

 **The Paglesham Parish Council Meeting**

 **held on Thursday 5th December 2019**

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

#  at 7 p.m.

**96 19-20 To Record the Members and Public Present:** 7.00 pm.

Chairman Councillor Mr D Whittingham

 Councillors: Mr S Cane, Mr K Bench and Mrs V McVittie.

 Ward Councillors: None.

 Members of the Public: Mr and Mrs S Byczynski.

 The Clerk Mr. B. Summerfield.

**97 19-20 Apologies and reasons for absence:**

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

 Councillor Mr M Corr’s apology and absence was agreed,

 Ward Councillors: Mr G Ioannou and Mrs L Shaw.

**98 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.

**99 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.**

**100 19-20 Public Forum: ( 5 min per person only )**

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

Mr and Mrs S Byczynski discussed with councillors: the current broadband setup, the Frances Field duck pond

(Bulrushes, silting up, dredging and their flower meadow) - A contractor will be desilting in the New Year –

Cllr Mrs V McVittie will seek advice from a local expert – a duck house is reported ready.

**101 19-20 To receive the Minutes of the Meeting of 17th October 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.

**102 19-20 Matters arising from the Minutes**: (not on the Agenda)

i (Minute 85/i) Waterside Road maintenance

 i The Clerk’s report re: email/letter to the owners – no response.

 Agreed to wait to the next meeting (Agenda item).

 ii The Clerk will peruse the Definitive Map for Paglesham East End re: Public Footpaths.

 iii Road plainings are no longer available from Highways.

ii (Minute 85/ii) Open Reach and Broadband coverage in Paglesham.

 i Councillor Mr D Whittingham reported on his visit to meet MP Mr Mark Francois and Open Reach representatives

on 24th October at Westminster re: received Broadband coverage.

The MP is pushing hard on the installations in Paglesham and Canewdon.

 ii The Clerk will circulate an email containing information via a map of: Installed, proposed to be installed and

 not available Broadband.

iii (Minute 85/iii) Updated Tourist walking maps

 The Clerk’s report re:

 i A quotation for a new set of updated walking maps x 1000 x A4 @ £ 56-50 was agreed.

 ii The extra folding required will kindly be carried out by Councillor Mrs V McVittie.

 iii The addition of an slip-note informing that the Punch Bowl is temporarily closed, will be included.

iv (Minute 85/iv) Local riverside wrecks

 The Clerk reported re: the Crouch Harbour Authority correspondence and agreed to follow the information provided.

v (Minute 88/iii) The ‘Punch Bowl’ petition

 i Councillor Mr K Bench reported that a Planning appeal is ongoing, holding up further action.

 ii Clerk agreed to seek and report the current Appeal position.

**103 19-20 The RDC ‘Discover 20/20’**

i The Chairman reported re: has spoken with Mr and Mrs Chopin on the proposed Beagle anchor location at the Mission

 Hall and has received their kind agreement.

ii Agreed for the proposed Anchor site at the Mission Hall: a concrete base, chain surround and History Plaque in place.

 The Clerk will estimate costs.

iii Permission to be sought by the Chairman for the proposed anchor siting from the freeholders of the Mission Hall.

iv The installation of a proposed Beagle Flag pole and flag, concrete base and History Plaque on the Public Footpath on

 the Sea Wall at the Beagle Dock, will require Planning permissions from the RDC and financial support.

v The Clerk to write to Angela Hutchings, RDC. requesting Planning and Financial support.

**104 19-20 Correspondence: (**emails forwarded and letters and papers received)

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

 **105 19-20 Planning:**

i To note the Development Committee decision (**approved**) of 21st November 2019 at the Council Chamber at the

 Civic Suite, Rayleigh at 7.30 pm on: Application no 19/00360/FUL Waterside Farm, The Chase, Paglesham SS4 2EJ.

 (Convert Existing Rural Barns to Form Two Number Holiday Lets, with Associated Landscaping) as circulated.

ii Application no 19/00997/FUL Stannetts, Paglesham Road, Paglesham. SS4 2DZ. - Noted.

 (Proposed Single Storey Side Extension. Single Storey Rear Extension. Link Snug to New Living Area and Part Expose

 Original/Existing Timber Frame to Snug Area) – Paglesham Parish Council support.

iii Application no 19/00998/LBC Stannetts, Paglesham Road, Paglesham. SS4 2DZ.

 (Proposed Single Storey Side Extension to Form Utility. Single Storey Rear Extension to Enlarge kitchen. Link Snug

 to New Living Area and Part Expose Original/Existing Timber Frame to Snug Area). - Noted.

iv Application No. 19/00904/LBC 1, The Old Worlds End, Church End, Paglesham, Essex.

 (Temporary Propping of Roof to Allow Tile Removal; Timber Repairs to/replacement of Soleplate; Replacement of

 Concrete Plinth with Red Brick and Lime Mortar; Re-roof reusing Existing Tiles and Type 1F Felt; Reinstate Gutters to

 Match Existing) – Paglesham Parish Council support.

**106 19-20 Finance (the Precept):**

i The Precept Demand on Rochford District Council for the financial year 2020-2021, supported by Excel Nett running

 costs and estimated end of year costs 2019 – 2020, were discussed at length and agreed.

ii Resolved the Precept Demand on Rochford District Council for the financial year 2020-2021 @ £6,900-00.

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

**107 19-20 Finance**

i i The PPC and PVT Financial Statements ending November 2019 were recorded.

 ii RPC/PVT Statements were checked against Bank Statements by Councillors: Mr S Cane and Mr K Bench

ii An Invoice November 2019 from Royal British Legion re: 7 x Wreaths @ £70-00 was recorded.

iii An Invoice October 2019 from W&H (Romac) Ltd re: 134381 P6 Jubilee Cottages @ £101-28 was recorded.

iv A payment December 2019 to the HMRC re: PAYE-RTI x 3rd quarter @ £138-60 was recorded.

v An order December 2019, to Images, Crown Printers re: 1000 x Paglesham Walks Flyers @ £56-50 was recorded.

vi An Invoice December 2019 from the Information Commission re: subscription 2020 @ £40-00 was recorded.

vii The payment October 2019 to Heelis and Lodge re: the PPC Internal Audit 2018-2019 @ £ 80-00 was recorded.

viii The Clerk’s Standing Order salary payment of November and December @ £185-00 per month was recorded.

ix The DD payments November to E-on re: streetlight energy @ £82-06 was recorded.

x The DD payment 1&1 re: November Website @ £ 80-29 (one year in advance) was recorded.

xi Resolved: all invoiced payments, auditing statements, financial statements, receipts, transfers, and agreed

 countersigned cheques above.

 Proposed by Councillors: Mr S Cane, seconded by Mrs V McVittie and agreed by all.

**108 19-20 Paglesham Village Trust:**

i i Cif application has been refused. Other funding options to be explored.

 ii Financial: various payment items were agreed.

 iii The PVT Internal Audit report 2018-2019 was received and agreed:

 iv Distribution of Remembrance Sunday wreaths were detailed.

ii The Frances Field Pond clearance was discussed and Councillor Mrs V McVittie will seek advice from the local expert.

iii Councillor Mr K Bench reported on the Frances Field green maintenance and an agreed grass cut to be taken when dry.

**109 19-20 Highways:**

i Coastal Access report: Southend on Sea to Wallasea Island coastal path. (Paglesham) were circulated.

ii Plough and Sail flooding: funding is reported to be raised for work in the next ECC financial budget.

iii Councillor’s reports: A leaning power line pole is reported to energy suppliers and may require the temporary closing of

 the road at South Hall – A pot hole at Finches and Maules is reported.

**110 19-20 Street Lighting:**

 Councillor reports: None.

**111 19-20 Website:**

i The website is brought up to date with the inclusion of this meetings’ information.

ii Corrections to the draft Membership List November 2019 were agreed.

iii A Facebook link organised by councillor: Mr K Bench via a local expert was agreed.

**112 19-20 Next Agenda Items from Councillors.** *for next Agenda and exchange of information only.*

 **Items: Parish Council Newsletter.**

**113 19-20 Date of next Paglesham Parish Council Meeting.**

 **Agreed: Thursday 13th FEBRUARY 2020 at 7 pm.**

**There being no further business the Chairman closed the meeting at 9 pm.**

**DRAFT 2019 B Summerfield, Paglesham Parish Council Clerk/RFO.**