

MINUTES DRAFT
OF THE PAGLESHAM PARISH COUNCIL MEETING
HELD BY AN ONLINE CONFERENCE VIA 'ZOOM'
ON WEDNESDAY, 9th DECEMBER 2020.

209 19-20 To Record the Members and Public Present:

6.50 pm.

Chairman: Councillor Mr D Whittingham.

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

Ward Councillors: Mr G Ioannou.

Members of the Public: Clare McVittie. No other public requests received.

The Clerk: Mr. B. Summerfield.

210 19-20 Apologies and reasons for absence:

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

Councillor Mr M Corr (away)

Ward Councillors Mrs L Shaw (Meeting), Mr S Wootton (Meeting) but both wished Paglesham Councillors a very Merry Christmas and a Happy New Year.

211 19-20 Chairman's Comments

The Chairman welcomed all Councillors and the public to the meeting.

212 19-20 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.**

213 19-20 Public Forum: (5 min per person only)

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

i Ward Councillors: Mr S Wootton and Mrs Laureen Shaw apologised due to an RDC meeting.

ii Ward Councillor Mr G Ioannou reported: Three directors are organising the Pilot Rochford Financial Hub that will have interfaces with six banks for the public's use and will hopefully be ready and set up in the carpet shop West Street, Rochford at the end of January 21 - Grants have been received for the Canewdon/Paglesham/ Stambridge Food Bank, requests will be delivered – The Plough and Sail continued flooding is still not resolved but, has Ward Councillors chasing Essex Highways - the Councillor forwarded best wishes for a Healthy Christmas and a Prosperous New Year!]

iii The Public: None - (no requests)!

The public were invited to the Zoom Meeting as advertised on the Website, Parish Notice boards and Paglesham facebook!

214 19-20 To receive the Minutes of the Meeting of the 28th October 2020.

The Minutes were circulated to Councillors and they were Resolved to be agreed.

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

The Chairman to duly sign the Minutes as a correct record.

215 19-20 Matters arising from the Minutes: (not on the Agenda)

i (Minute 195/ii) The 'Punch Bowl' Appeal.

The Punch Bowl Planning Appeal (dismissed) was discussed. Agreed to request the enforcement team to action.

ii (Minute 200/v) PPC alternative Payments by BACS, Bankers draft.

The Clerk reported the ability to enact BACS and CHAPS are within the Paglesham PC Financial Regulations.

216 19-20 Parish Council Newsletter report: (Councillors and Representatives of the PPC, PVT, PVPA)

Councillors: Mr K Bench reported slow progress to date.

217 19-20 The RDC 'Discover 20/20': (the 'Beagle Anchor' base, etc).

i i To discuss the update from Angela Hutchings, RDC. (29/10/2020).

ii Agreed the Clerk to speak with and appraise AH of the latest position.

ii The Clerk reported confirmation of the quotation from Bespoke PAD Groundworks Ltd @ £600-00 nett.

iii The Chairman reported a willing person for Planning drawings.

218 19-20 Correspondence: (emails forwarded and letters and papers received)

i Printed Publications and General Information received by the Clerk are available on demand.

219 19-20 Planning:

Application no 20/00/FUL None.

220 19-20 **Finance the Budget** (The Precept 2021-2022):

- i The Budget and Precept Demand on Rochford District Council for the financial year 2021-2022 was fully discussed.
- ii Resolved the Precept demand on Rochford District Council for the year 2021-2022 is £6,900-00.
Proposed by Councillors: Mr K Bench, seconded by Mr S Cane and agreed by all.
- ii The RDC Tax Base @ 106.3/Band D was recorded.

221 19-20 **Finance**

- i
 - i The PPC and PVT Financial Statements ending November 2020 as circulated were recorded.
 - ii To receive the PPC Barclays Bank Statements ending November 2020 as circulated were recorded.
 - iii RPC/PVT Statements were checked against the Bank Statements by Councillors: Mrs V McVittie & Mr K Bench.
- ii The Clerk reported his award of the Certificate in Local Council Administration as recorded.
- iii The Clerk reported: the General Power of Competence rules (research is required), was recorded.
- iv An Invoice November 2020 from (W&H (ROMAC) Ltd re: VAS at Jubilee Cottages @ £271-77 was recorded.
- v A payment to (HMRC) re: PAYE-RTI Quarterly @ £169-20. was recorded
- vi An Invoice November 2020 from (Ernest Doe & Sons Ltd) re: Chestnut Fencing/Pond @ £674-64 was recorded.
Councillors agreed the following extra three invoices to be paid:
 - vii An Invoice December 2020 from (Royal British Legion) re: Poppy wreaths @ £70-00 was recorded.
 - viii An Invoice December 2020 from (Mr D Whittingham/Warehouse Supplies) re: Map boxes x 2 @ £22-08 was recorded.
 - ix An Invoice December 2020 from (ICO) re: Annual Data Protection subscription @ £40-00 was recorded.
 - x The Donation October 2020 to Essex & Herts Air Ambulance @ £50-00 was recorded.
 - xi The payment October 2020 to Mr R. J. Fance re: Telephone box repairs, Church End @ £ 630-00 was recorded.
 - xii The payment October 2020 to Mr D Whittingham re: Restoration of the Village Entry Gate @ £ 91-03 was recorded.
 - xiii The payment October 2020 re: Zoom Pro with Stambidge Parish Council @ £31-23 was recorded.
 - xiv The Clerk's Standing Order salary payments of November/December @ £202-33 per month was recorded.
 - xv The D/D payments November 2020 to E-on re: streetlight energy @ £82-06 was recorded.
 - xvi The D/D payment 1&1 re: November Website 2020 @ £ 8-44 was recorded.
 - xvii Resolved to enact the BACS and CHAPS payment provision within the Paglesham PC Financial Regulations (6.9) for one-off requests from suppliers in line with the current cheque payments system, etc.
Proposed by Councillors: Mrs V McVittie, seconded by Mr S Cane and agreed by all
 - xviii Resolved all invoiced payments, auditing statements, financial statements, receipts, transfers, and agreed countersigned cheques above.
Proposed by Councillors: Mr K Bench, seconded by Mrs B McVittie and agreed by all.

222 19-20 **Paglesham Village Trust:**

The Chairman reported:

Play-bark has been installed under the children's play equipment in the Frances Field – Many thanks to Clare McVittie who has cut the grass - Mole deterrent has been applied to mole hills - The pond work clearance is progressing with thanks to Val McVittie, Angela, Stephen and Vivian and Dan - CCTV is being progressed by Cllrs: Bench and Cane - The Chestnut Fencing is to be installed around the pond - A hire enquiry for July 2021 has been received - The hedge on East Hall Road has been trimmed back - A welcome donation of £450 from the PVPA has been warmly received and the PVT agreed to make a donation of £750 to the Parish Council.

223 19-20 **Streetlighting:**

- i Clerk's Survey report: (Stet P8) was forwarded to the contractor and is now repaired was recorded.
- ii Councillor reports: P8 New Cottages was recorded.

224 19-20 **Highways:**

- i The Chairman reported the missing map boxes are ordered and will be replaced in due course at Church End and at the Plough and Sail.
- ii The Clerk reported the inspection and repair of the Jubilee Cottages VAS has been carried out by the contractor.
- iii Councillors reports: A request for Duck warning signs to be installed on the Paglesham Road between East Hall Road pond and OBS cottages pond to be investigated by the Clerk re: ECC Highways permissions?

225 19-20 **Signatures on all leading documents and cheques:**

- i To record that all Resolved leading documents and the cheque book from the 28th October 2020 Paglesham Parish Council 'Zoom' meeting (COVID-19), were signed by the Chairman and a councillor, at a later date.
- ii To agree that: all Resolved leading documents and Cheques from this meeting, etc. are to be signed by the Chairman and a Councillor after the meeting, as organized by the Clerk.
Proposed by Councillors: Mrs V McVittie, seconded by Mr S Cane.

226 19-20 **COVID-19 updates:**

The current Tier 2 was discussed and a local school girl reported with Covid-19.

227 19-20 **Website:**

- i The website is to be brought up to date with the inclusion of this meetings' information.
- ii To notify and record that the public's potential involvement at the all PPC Zoom meetings, are advertised on the Website, Parish Notice boards and Paglesham facebook!

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

Items: The reported proposed removal of the post box by Shop Row, East End (Clerk to write to Post Office to retain)

229 ¹⁹⁻²⁰ **Date of next Paglesham Parish Council Meeting by 'Zoom Online Conference'**

Agreed: **Wednesday 3rd FEBRUARY 2021** at **6.45 pm.**

There being no further business the Chairman closed the meeting at 8.07 pm.

DRAFT 2020

B Summerfield, Paglesham Parish Council Clerk/RFO.