

# MINUTES

## OF THE PAGLESHAM PARISH COUNCIL MEETING

### HELD BY AN ONLINE CONFERENCE VIA 'ZOOM'

### ON WEDNESDAY, 7<sup>th</sup> APRIL 2021.

#### 250 19-20 To Record the Members and Public Present:

6.45 pm.

Chairman: Councillor Mr D Whittingham.

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

Ward Councillors: Mr G Ioannou, Mrs L Shaw and Mr S Wootton.

Members of the Public: Clare McVittie and Mr I Foster. No other public requests received.

The Clerk: Mr. B. Summerfield.

#### 251 19-20 Apologies and reasons for absence:

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

Councillor M Corr (away)

#### 252 19-20 Chairman's Comments

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

#### 253 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. 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.**

#### 254 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 Councillor Mrs L Shaw reported:

The Councillor raised the flooding issues at the Plough and Sail, at the RDC Flooding Forum - Cllr: Mrs L Shaw has been busy with the local community.

ii Ward Councillor Mr G Ioannou reported: The newly opened Banking Centre in Rochford has seen some 70 persons yesterday and 60 persons today using the facilities – Help with the foodbank in Paglesham, Canewdon and Stambridge is continuing – Attended the RDC Flood Forum.

iii Ward Councillor Mr S Wootton reported: The RDC called Flood Forum: RDC has no control over flooding issues – the forum was not represented at the meeting by Essex Highways – the next meeting in September 21 – Offered his congratulations to Councillor Mr George Ioannou, on his involvement and work in the setting up of the new Rochford Banking Centre in West Street.

iv Mr I Foster reported: learning the area and is keen to listen as a potential candidate for Roach North and Rural.

v The Public: Clare McVittie. No other public requests received.

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

#### 255 19-20 To receive the Minutes of the Zoom Meeting of the 3<sup>rd</sup> February 2021. (as circulated)

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.

#### 256 19-20 Matters arising from the Minutes: (not on the Agenda)

i The Clerk advised that the Declaration of the General Power of Competence declared at the last meeting was unsafe and is therefore overturned, as the head count of elected Councillors did not, in fact, comply with the correct legislation. The Council as before, is governed by S137.

ii The new proposed Post Box location was agreed to be opposite the Plough and Sail.

#### 257 19-20 Parish Council Newsletter report: (Councillors and Representatives of the PPC, PVT, PVPA)

The Clerk agreed to forward a draft newsletter format to the committee.

#### 258 19-20 The RDC 'Discover 20/20': (the 'Beagle Anchor' base, etc).

i Resolved the appointment on 16<sup>th</sup> February 2021 of Mark Metson, Metson Architects Ltd as the Paglesham Parish Council's architect.

Proposed by councillors: Mr K Bench, and seconded by Mr S Cane and agreed by all

ii To record that the services of Metson Architects Ltd and expertise in their professional preparation of the Beagle Anchor Base at the Mission Hall, Is contributed free of charge and on behalf of the community,

iii The possibility of a further location was discussed.

**259** 19-20 **Correspondence:** (emails forwarded and letters and papers received)

- i RDC/EALC/NALC/Police/ECC/libraries/ECC Highways as circulated: (16/03/21 – 17/03/21 – 01/04/21).
- ii Printed Publications and General Information received by the Clerk are available on demand.

The three Ward Councillors left the meeting with thanks for their attendance at 7.07pm.

**260** 19-20 **Planning:**

- i Delegated Application no 20/01123/FUL 2, Buckland Cottages, Paglesham Road, East End. SS4 2EG (Remove Bricks to Blocked up Window Apertures and Re-instate Windows to Match Existing) - Paglesham Parish Council support.
- ii FYI delegated Planning No21/00234/DPDP1 10, Jubilee Cottages, Paglesham Road Paglesham SS4 2DT (Householder Prior Approval for Single Storey Rear Extension. Projection 6.0 m from Original Rear Wall. Eaves Height 3.0 M. Maximum Height 3.0M) - Noted.

**261** 19-20 **Finance**

- i
  - i The PPC and PVT Financial Statements ending 31<sup>st</sup> March 2021 (as circulated) were recorded.
  - ii To receive the PPC Barclays Bank Statements ending February/March 2021 (as circulated) were recorded.
  - iii RPC/PVT Statements to be checked against the Bank Statements by Councillors: Mrs V McVittie and Mr K Bench.
- ii The reconciled Bank balances Statement of 31<sup>st</sup> March 2021 and calculated reserves: (as circulated) were recorded.
- iii The Clerk's publication of the RDC Community tax year 2021-2022 was recorded.
- iv The Clerk's report re: the AGAR Audit progress 2020-2021 was recorded.
- v The annual payment to the PCC for the Mission Hall rent for the year 2021-22 @ £250-00 was recorded.
- vi A payment to Sutton PC re: Riverside Computers repair (Shared with Sutton) nett @ £44-00 was recorded.
- vii A payment to Sutton PC re: Microsoft 365 Annual Office software (Shared with Sutton) nett @ £24-99 was recorded.
- viii An Invoice March 2021 from the Clerk Mr B Summerfield re: Annual office charge @ £163-34 was recorded
- ix An Invoice March 2021 from the Clerk Mr B Summerfield re: Annual travel charge @ £87-40 was recorded.
- x An invoice from (EALC) annual subscription and NALC affiliation fee @ £73-09 was recorded.
- xi The payment February 2021 to (W&H (ROMAC) Ltd re: @ £80-70 was recorded.
- xii The payment February 2021 to (HMRC) re: PAYE-RTI Quarterly @ £153-00 was recorded.
- xiii The payment February 2021 to (B Summerfield) re: EALC (CiLCA registration Bursary) return @ £150-00 was recorded
- xiv The Clerk's Standing Order salary payments of February/March 2021 @ £202-33 nett per month was recorded.
- xv The D/D payments February/March 2021 to E-on re: streetlight energy @ £82-06/£74-12 was recorded.
- xvi The D/D payment to 1&1 re: February/March 2021 website Annual charge @ £109-24/ £8-44 was recorded.
- xvii Resolved: all invoiced payments, auditing statements, financial statements, receipts, transfers, and agreed countersigned cheques above.

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

Mr I Foster left the meeting at 7.28pm.

**262** 19-20 **Paglesham Village Trust:**

- i The Chairman's reported the fencing is now completed at the Duck Pond with the assistance of the PVPA Chairman Mr Ronnie Ozyurt, who has kindly made and installed a Duck House on the Pond – Thanks to the Frances Field grass cutting team who are taking the weekly cuts in order – Strimming is also organised.
- ii Financial: Rope and Fuel have been purchased and the current Oyster Pits mooring fees are to be agreed.

**263** 19-20 **Streetlighting:**

Councillor reports: None.

**264** 19-20 **Highways:**

- i Councillor's reported that the new management at the Boatyard have expressed interest in the Paglesham Community and have started to level the surface of the Waterside Road from the Plough and Sail to the Boatyard.
- ii Agreed; The Clerk to re-order 1000 Paglesham walking maps together with the Notice 'Punch Bowl closed' for the map containers. Clerk to update the map to include the Beagle Mud Dock (Site of National Interest). Councillor Mrs V McVittie kindly volunteered to fold the Paglesham walking maps and distribute.

**265** 19-20 **Signatures on all leading documents and cheques:**

- i To record that all Resolved leading documents and the cheque book from the February 2021 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: Mr S Cane, seconded by Mr D Whittingham

**266** 19-20 **COVID-19 updates:**

The current Government 29<sup>th</sup> March 21.

**267** 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!

**268** 19-20 **Next Agenda Items from Councillors.** *for next Agenda and exchange of information only.*

**Items:** A letter from Church End to be forwarded to councillors and Clerk – a councillors Planning query next Agenda.

**269** 19-20 **Private and Confidential:**

Pursuant to the provision of Section 1000(a) of the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985, the press and public be excluded from the meeting for consideration of the following item of business on the grounds that it contains information defined as exempt in Part 1 of Schedule 12a of the Local Government Act 1972, as detailed.

Resolved:

- i The Clerk's request for a Salary increase based on the Clerk's CiLCA award and PPC terms of his contract.
- ii A letter to the Barclays Bank updating the salary Standing Order to the Clerk.

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

**270** 19-20 **Date of next Paglesham Parish Council Meeting by 'Zoom Online Conference'**

Agreed: **Wednesday 5<sup>th</sup> MAY 2021 AGM at 6.45 pm.**

**There being no further business the Chairman closed the meeting at 8.08 pm.**

29<sup>th</sup> April 2021.

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