

MINUTES

OF THE PAGLESHAM PARISH COUNCIL MEETING

HELD BY AN ONLINE CONFERENCE VIA 'ZOOM'

ON WEDNESDAY, 3rd FEBRUARY 2021.

230 19-20 To Record the Members and Public Present:

6.48 pm.

Chairman: Councillor Mr D Whittingham.

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

Ward Councillors: Mrs L Shaw

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

The Clerk: Mr. B. Summerfield.

231 19-20 Apologies and reasons for absence:

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

Ward Councillors Mr S Wootton (Meeting).

232 19-20 Chairman's Comments

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

233 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.**

234 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: Councillor Mr P Shaw is now the representative on the Local Highways Panel so and actions required, please forward to him – RDC Councillors are arranging a flood Forum meeting ASAP so any issues, please forward to Laureen to be brought up at the next meeting – Speed Watch cannot go ahead because of the lockdown but volunteers are requested so let Laureen know so she can pass details onward and Zoom training sessions are to be scheduled – Very busy time across the Ward involved with various local issues – Laureen is now the approved Conservative candidate for the ECC elections on 6th May 21 – There is a Government drive to promote postal voting because of Covid – Laureen has been part of a District Councillor team marshalling and guiding the public for their Covid injections at the Puzey Practice – over 6,000 vaccinations carried out up to last week – Questions from the floor raised the Plough and Sail flooding and flooding outside New Cottages – The Ward Councillor will forward all notified complaints to ECC and onto the RDC Flood Forum.

ii 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!

235 19-20 To receive the Minutes of the Zoom Meeting of the 9th December 2020. (as circulated)

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

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

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

236 19-20 Matters arising from the Minutes: (not on the Agenda)

i (Minute 215/i) The 'Punch Bowl' Appeal.

The request to planning, RDC re: the Punch Bowl Planning Appeal (dismissed) was read to the Council.

ii (Minute 228) The Post Box (SS4 71)

The request to the Post Office for the retention of the post box SS4 71 was read to the Council.

iii (Minute 202) Plough and Sail flooding

The latest photographs of the current flooding at the Plough and Sail were forwarded to Ward/Essex County Councillor Mr M Steptoe. The Councillors forwarded emails to Essex Highways and LHP, were read to the Council.

237 19-20 Parish Council Newsletter report: (Councillors and Representatives of the PPC, PVT, PVPA)

i Councillors: Mr K Bench and Mr M Corr reported on their progress.

Councillors forwarded their views on the content of the newsletter.

ii Agreed the Clerk will forward copies of 5 local newsletters to the Chairman to pass on to the Newsletter Committee.

238 19-20 The RDC 'Discover 20/20': (the 'Beagle Anchor' base, etc).

i The Clerk's emailed clarification to Angela Hutchings, RDC, of the PPC's work to date, a suggested way forward and her reply was read to the Council.

ii It was agreed that the Chairman will ask the local draughtman/volunteer to draw up a planning drawing showing all details including; the anchor base location, dimensions, design, position, lighting additions, the information board and the electrical supply trench, etc, etc.

239 19-20 **Correspondence:** (emails forwarded and letters and papers received)

- i RDC/EALC/NALC/Police/ECC/ECC Highways as circulated: (13/01/21 – 18/01/21 - 23/01/21) was recorded
- ii Three Councillors, Mr D Whittingham, Mr S Cane and Mr M Corr declared pecuniary interests in the following item, as residents living on Waterside Road.
 - i An e/letter January 2021 from Simon Rutter, Maclean Marine re: Waterside Road surface work was recorded.
N.B. (PROW footpaths 14 and 10 run down the middle and for the full length of Waterside Road).
- iii An e/letter of thanks January 2021 from Essex and Herts Air Ambulance re: £ 50-00 donation was recorded.
- iv An e/letter January 2021 from Information Commission re: Certificate for January 2021 to 2022 was recorded.
- v Printed Publications and General Information received by the Clerk are available on demand.

240 19-20 **Planning:**

- i Application no 20/01092/FUL The Old School House, Paglesham Road SS4 2DR.
(Remove Existing Canopy and Erect Single Storey Rear Extension (Conservatory)) – Refusal Noted.
- ii Application no 20/01133/FUL 10, Jubilee Cottages, Paglesham Road, SS4 2DT.
(Two Storey and Part Single Storey Rear Extension) - Paglesham Parish Council have no objection.

241 19-20 **Finance**

- i
 - i The PPC and PVT Financial Statements ending January 2021 as circulated were recorded.
 - ii The PPC Barclays Bank Statements ending January 2021 as circulated were recorded..
 - iii RPC/PVT Statements were checked against the Bank Statements by Councillors: Mrs V McVittie and Mr K Bench.
- ii The resolved Budget and the Precept Demand on RDC for the financial year 2021-2022 @ £6,900-00 was recorded.
- iii
 - i Councillor Mr S Cane reported on the updating of the defibrillator battery and pads, etc and their installation in the Church End telephone box. His journey to meet the NHS supplier at Chelmsford to collect the equipment worked out very well and there has been no charge for the received parts.
 - ii The Council's thanks to Cllr: Cane for his voluntary work on behalf of the community.
- iv A Bursary payment from the EALC re: Total refund of £517-50 for the Clerk's successful completion of the Essex Equals 28 CiLCA Award on 26/11/2020, included:
 - i The Clerk's training paid by Paglesham PC on 10/01/2019 @ £465-00 (Bursary returned £367-50) was recorded.
 - ii The Clerk's payment of registration @ £350-00 to the SLCC and (Bursary returned £150-00) was recorded.
- v The 'General Power of Competence' now available for Paglesham Parish Council was discussed.
- vi Resolved The 'General Power of Competence' is adopted by the Paglesham Parish Council fulfilling the criteria:
 - i The Clerk has gained the Certificate of Local Council Administration Qualification
 - ii Two thirds of the membership of the Paglesham Parish Council were elected in 2019?
 - iii The Council will renew its adoption of the General Power of Competence at each following Annual Meeting.
Proposed by Councillors: Mr K Bench, seconded by Mrs V McVittie and agreed by all.
- vii The payment March 2021 to (HMRC) re: PAYE-RTI 4th Quarterly @ £153-00 was recorded.
- viii The payment February 2021 to Mr B Summerfield re: CiLCA Bursary registration return @ £150-00 was recorded.
- ix An Invoice (W&H (Romac) Ltd) re: Streetlighting repairs @ £80-70 was recorded.
- x The payment December 2020 to (W&H (ROMAC) Ltd re: VAS at Jubilee Cottages @ £271-77 was recorded.
- xi The payment December 2020 to (HMRC) re: PAYE-RTI 3rd Quarterly @ £169-20 was recorded.
- xii The payment December 2020 to (Ernest Doe & Sons Ltd) re: Chestnut Fencing/Pond @ £674-64 was recorded.
- xiii The payment December 2020 to (Royal British Legion) re: Poppy wreaths @£70-00 was recorded.
- xiv The payment December 2020 to (D Whittingham) re: Map Boxes x 2 @ £22-08 was recorded.
- xv The payment December 2020 to (Information Commission) re: ICO subscription @ £40-00 was recorded.
- xvi The Clerk's Standing Order salary payments of December 2020/January 2021 @ £202-33 nett per month was recorded.
- xvii The D/D payments December 2020/January 2021 to E-on re: streetlight energy @ £82-06/£82-06 was recorded.
- xviii The D/D payment to 1&1 re: December 2020/January 2021 website @ £ 8-44/£ 8-44 was recorded.
- xix Resolved: all invoiced payments, auditing statements, financial statements, receipts, transfers, and agreed countersigned cheques above.
Proposed by Councillors: Mr V McVittie, seconded by Mr S Cane and agreed by all.

242 19-20 **Paglesham Village Trust:**

- i The Chairman's report:
- ii Frances Field:
- iii
 - i The lockdown has prevented a further 'Pond Day' with the PVPA.
 - ii Work by two/three volunteers have included the erection of the Chestnut fencing for the border of the pond.
All agreed an excellent result.
 - iii CCTV design work is in progress.
- iv Financial:
Came and Co insurance have forwarded their estimates for the Annual PVT insurance and three year option for 21/22.
Councillor Mr S Cane will advise in due course and before for the insurance renewal on 3rd March 21.

243 19-20 **Streetlighting:**

- i Clerk's survey report: All OK
- ii Councillor reports: None.

244 19-20 **Highways:**

- i The Clerk reported the requested Duck warning signs for the Paglesham Road is in progress.
- ii Councillors reports: Reported persistent litter deposits at Paglesham Road/Church End layby.
Agreed the Clerk will request Highways to install a litter bin at this point.

245 19-20 **Signatures on all leading documents and cheques:**

- i To record that all Resolved leading documents and the cheque book from the 9th December 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: Mr K Bench, seconded by Mr S Cane and agreed by all.

246 19-20 **COVID-19 updates:**

The current Government Tier 5 is full lockdown.

247 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!

248 19-20 **Next Agenda Items from Councillors.** *for next Agenda and exchange of information only.*
Items:

249 19-20 **Date of next Paglesham Parish Council Meeting by 'Zoom Online Conference'**

Agreed: **Wednesday 7th April 2021 at 6.45 pm.**

There being no further business the Chairman closed the meeting at 8.21 pm.

2nd April 2021.

B Summerfield, Paglesham Parish Council Clerk/RFO.