**PAGLESHAM PARISH COUNCIL**

**www.pagleshamparishcouncil.co.uk**

Chairman: Clerk:

Councillor Mr D. Whittingham, Mr B Summerfield,

Cobblers Row, Sutton Hall Cottage,

East End, Sutton Road,

Paglesham, Rochford,

Essex. Essex.

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**YOU ARE HEREBY SUMMONED TO A MEETING**

**OF THE PAGLESGHAM PARISH COUNCIL**

**TO BE HELD AT THE PAGLESHAM MISSION HALL**

**THURSDAY 25thAUGUST 2016**

**East End, Paglesham.**

**(commencing at 8 P.M.)**

**Agenda**

Chairman’s opening remarks:

**1. To Record the Members Present:**

i Councillors:

ii Members of the Public:

**2.** **Apologies and reasons for absence: (**It is important to record the grounds upon which apologies for absenc

are tendered in case they have to be approved to prevent a casual vacancy arising - Local Government Act 1972 schedule 12).

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

**3. 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).

ii **The Chairman reminds Councillors to declare any further interests now and as they became evident**

**to them, during the progress of the meeting.**

**4. Public Recording of Meetings (Openness of Local Government Bodies Regulations 2014)**

i Councillors and the public may make a record of a meeting of the Parish Council by any media device capable of recording sound and image.

ii Councillors and the public’s use of any media device, may not disrupt or distract the meeting by any mechanical noise, audio noise, oral commentary, light emissions or the movement or repositioning of visual recording devices.

iii The Chairman of the meeting will ask any member of the public who disregards the above to refrain from using the media device and

where appropriate to leave the meeting.

**5. Guest Speaker**

The Deputy Leader of Rochford District Council Mr Mike Steptoe.

**6. Public Forum: ( 5 min per person only )**

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

**7. To Receive the Minutes of the Meeting of 16th June 2016.**

To agree:

**8. Matters Arising from the Minutes: (Not on the Agenda)**

i (Minute 35/i) Perspex A4 leaflet boxes

Councillor Mrs V McVittie’s leaflet boxes in the phone boxes, report:

ii (Minute 35/i/ii) ‘Information Points’ signs, in the phone boxes.

Councillor Mrs J Wooding’s report:

iii (Minute 35/ii) Moving the Francis Field waste paper bin.

Councillor Mr D Whittingham’s report:

iv (Minute 42) Funding the Village Newsletter

Councillor Mrs J Wooding’s PVPA report:

**9. Correspondence: (**emails forwarded and paper received)

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

ii To receive an e/letter June 2016 from Barclays bank confirming new signing arrangement amendments.

iii To receive an e/letter June 2016 from Gregg Speller re: Essex Highways Third Party agreements!

iv To receive an e/letter July 2016 from Citizens Advice re: their work in the District.

v To receive an e/letter August 2016 from Mrs V Whittingham re: Paglesham Village Magazine.

**10. Planning:**

Applications

**11. Finance**

i i To receive the PPC and PVT Financial Statements ending 27th July 2016.

ii The above balances to be checked against Bank Statements by Councillors: …………………..

and ……………………….

ii  **The Annual Audit return 2015-2016.**

i The Clerk’s report on the Notices of the Public Rights of Inspection.

ii The Clerk’s report on compliance with the ‘Transparency publication’, on the Parish website.

iii To receive an Invoice July 2016 from Rettendon Parish Council re: Annual shared costs pro rata x 3 councils

@ £ 78-49.

iv i To receive an Invoice July 2016 from B Summerfield/1&1 re: Website subs 03/09/15 -16/06/16 @ £293-76.

ii To discuss and agree the setting up of a Barclays D/D, for website payments:

v To receive an Invoice July 2016 from Playsafety-ROSPA re: 023188 Annual inspections - Oyster pits @ £ 79-80.

vi To receive an Invoice July 2016 from B Summerfield/Winzip re: Malware protector (with Sutton PC) @ £ 21-57.

vii To receive an Invoice July 2016 from B Summerfield/TowerMint re: 50 x Queens 90th birthday medals @ £128-40.

viii To receive an Invoice August 2016 from B Summerfield/Solopress re: 1000 x Paglesham Walks flyers @ £158-00.

ix To receive an Invoice x 2016 from B Summerfield/Tonertopup re: Laser printer toner (with Sutton PC) @ £ 9-63.

x To record the payment June 2016 to Mrs J Hindley re: Internal Audit @ £180-00.

xi To record the payment June 2016 to RCCE re: Annual Subscription @ £ 48-00.

xii To record the payment June 2016 to Play Safety re: Annual ROSPA inspection FF/pond @ £159-60.

xiii To record the payment D/D August 2016 to E.ON re: Streetlights energy @ £46-04.

xiv To Resolve: all payments, financial statements, receipts, transfers and agreed countersigned cheques above.

Proposed by Councillors: ………………………, seconded by ……………………. and agreed by all.

**12. Paglesham Village Trust**

i The received PlaySafety reports for the Francis Field, the F/F Pond and Oyster Pits.

To discuss:

ii Councillor Mrs J Wooding’s report re: deep water signs and other signs.

iii i The Chairman’s report re: Aon insurance?

ii Clerk’s report re: quotations from other sources.

iv The Chairman report re: the Bank Mandates for Barclays and the Nat Westminster Bank.

v Councillor Mrs J Wooding’s report re: the Boule/Petanque court - PVA support and projected costs.

**13. Highways**

i The Chairman’s report re: a salt bin in Church End.

ii To receive local grass cutting claims for P3.

iii Clerk’s report re: local highway issues:

iv Councillors reports:

**14. Street lighting.**

Councillors reports:

**15. Next Agenda Items from Councillors**. *for next Agenda and exchange of information only.*

Items:

**16. Date of the next Paglesham Parish Meeting.**

**To agree: Thursday 13**th **OCTOBER 2016**

(at the Paglesham Mission Hall, East End, Paglesham commencing at **8.00** pm.)

**21st August 2016. B. Summerfield**

**Paglesham Parish Council Clerk.**