

# PAGLESHAM PARISH COUNCIL

www.pagleshamparishcouncil.co.uk

**CHAIRMAN:**

Councillor Mr D Whittingham,  
Cobblers Row,  
East End,  
Paglesham.  
Essex.  
SS4 2ER.  
01702 258616  
cobblersrow@tiscali.co.uk

**CLERK:**

Mr B. Summerfield,  
Sutton Hall Cottage,  
Sutton Road,  
Rochford,  
Essex.  
SS4 1LG.  
01702 549308.  
bsummvint@hotmail.com

## AGENDA

YOU ARE HEREBY SUMMONED TO THE MEETING OF  
THE PAGLESHAM PARISH COUNCIL,  
TO BE HELD AT THE MISSION HALL, EAST END, PAGLESHAM, SS4 2ER  
ON THURSDAY, 13<sup>th</sup> OCTOBER 2022.  
(COMMENCING AT 7. 30 p.m.)

Chairman's opening remarks.

**1. One Minute's Silence, in respect of the Memory of the late Queen Elizabeth 11:**

To stand:

**2. To record the Members Present:**

i Councillors:

ii Members of the Public:

**3. Apologies for absence:**

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

ii To discuss the PPC's acceptance of reasons for absence.

**4. 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.

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

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

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

**6. To receive the Minutes of the AGM of the 14<sup>th</sup> July 2022:**

To agree:

**7. Matters arising from the Minutes: (not on the Agenda)**

To discuss:

**8. The Adoption of the updated Model Code of Conduct:**

i The RDC adoption of the updated Model Code of Conduct for Councillors on 26th June 2022.

ii To discuss the Parish Council's alinement with the RDC adoption above.

**9. Parish Council Newsletter report:** (Councillors and Representatives of the PPC, PVT, PVPA)

Councillor Mr M Corr's report:

**10. The 'Beagle Anchor' base Project.**

- i The Clerk's report re: RDC funding and the receipt of a legal agreement from Angela Law, RDC.
- ii The Chairman's report:

**11. Correspondence:** (emails forwarded and letters and papers received)

- i To receive an e/letter October 2022 from the Punch Bowl re: Planning matters.
- ii To receive an e/letter September 2022 from The Essex Air Ambulance re: donation request.
- iii RDC/EALC/NALC/Police/ECC/libraries/ECC Highways emails, as circulated:
- iv Printed Publications and General Information received by the Clerk are available on demand.

**12. Planning:**

Application no 22/00...../FUL

**13. Finance:**

- i To receive the PPC and PVT Financial Statements ending October 2022.
- ii To receive the PPC Barclays Bank Statements ending October 2022.
- iii The RPC/PVT Statements to be checked against the Bank Statements by Cllrs: ....., and .....
- iv The Period of the Exercise of Public Rights (Audit 21-22) (exempt Authority) 14/06/2022-23/07/2022.
- v To discuss a local Internal Auditor for 2022-23.
- vi To record the Clerk's appeal to HMRC re: Notice of Penalty Assessment of alleged failure to file PAYE returns.
- vii To agree a payment to: HMRC re: 2<sup>nd</sup> Quarter PAYE-RTI @ £158-73.
- viii To agree a payment to the Clerk Mr B Summerfield of £282-00 (a dog licence fee) paid in error into the PPC account.
- ix To receive an Invoice August 2022 from Royal British Legion re: Poppy Appeal Wreaths @ £ 60-00.
- x To receive an Invoice x 2022 from Mr D Whittingham re: Petrol for footpath mower @ £ 8-76.
- xi To agree a donation to: The Essex Air Ambulance @ £.....
- xii The payment July 2022 to B Summerfield/Gallagher re Administration fee @ £50-00 was recorded.
- xiii The payment July 2022 to Auditing Solutions Ltd re: Internal Audit 2021-22 @ £ 552-00 was recorded.
- xiv The payment x 2022 to Playsafety Ltd 62924 ROSPA re: Frances Field, Pond and Oyster Pits @ £ 252-00 was recorded.
- xv To record the D/D payment August/September 2022 to Npower re: INO4282157/INO4755657 £99-41/£99.30.
- xvi To record the D/D payments to 1&1 re: July/August 2022 @ £8-44/£8-44.
- xvii To resolve all invoiced payments, auditing statements, financial statements, receipts, transfers, and agreed countersigned cheques above.

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

**14. Paglesham Village Trust:**

- i The Chairman's report:
  - i Frances Field & The Pond:
  - ii The Oyster Pits:
  - iii Financial:

**15. Streetlighting:**

- i The Clerk's report re: A potential pilot scheme.
- ii Councillor reports:

**16. Highways:**

- i Clerk's report: Work completed and work in progress.
- ii Councillor reports:

**17. 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 meetings, are advertised on the Website, Parish Notice boards and Paglesham facebook!

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

Items:

**19. Date of next Paglesham Parish Council Meeting at the St Peters Mission Hall:**

To agree: **Thursday 8<sup>th</sup> DECEMBER 2022 at 7.30 pm.**

8<sup>th</sup> October 2022.

B Summerfield, Paglesham Parish Clerk/RFO.