

MINUTES
OF THE PAGLESHAM PARISH COUNCIL MEETING
HELD AT THE MISSION HALL, EAST END, PAGLESHAM, SS4 2ER
ON WEDNESDAY, 14th JULY 2022.

30 22-23 To Record the Members and Public Present:

7.00 pm.

Chairman: Councillor Mr D Whittingham.

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

Ward Councillors: Essex Councillor: Mrs L Shaw.

Member of the Public: Mr P Shaw.

No public requests were received.

The Clerk: Mr. B. Summerfield.

31 22-23 Apologies and reasons for absence:

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

ii To record the council decision on absence:

Ward Councillors: Mr I Foster, Mr S Wootton (Leader of the RDC)

32 22-23 Declarations of Interests

i To receive Councillors Declaration of Interests:

ii The Chairman reminds Councillors to declare any further interests now and as they became evident to them, during the progress of the meeting.

33 22-23 Public Forum: (5 min per person only).

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

Ward Councillors: Essex Councillor: Mrs L Shaw reported: has attended a Century training day involving awareness of the increasing incidences of deafness and the blind persons in the community and the encouragement of the installation of Hearing loops within venues are recommended - Now a Century Champion – A ‘one off’ meeting is open to all of the local five parish Councillors and Clerk’s (not the public), to meet with Mr Lee Scott at 6.30 pm in the Canewdon Village Hall on the 24th August 2022 to discuss Local Highways - the question of the present financial position of the RDC re: the funding of Paglesham Parish Council for the completion of the Beagle Anchor project was raised - the Paglesham Parish Councillors will not be going ahead with the proposed combined RDC/Paglesham opening ceremony on the 10th September 22, due to the lateness and lack of financial support information from the RDC – All pothole complaints to be sent to the Councillor with a photo and postcode - The Cllr: had attended Parliament today before this meeting - The Locality Fund is again open this year – the U/S VAS on the Paglesham Road at Jubilee Cottages may be a suitable recipient.

34 22-23 To receive the Minutes of the AGM of the 12th May 2022:

The Minutes were Resolved agreed.

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

The Chairman duly signed the Minutes as a correct record.

35 22-23 Matters arising from the Minutes: (not on the Agenda)

(Minute 19 22/23) The RDC Review Committee potential combined RDC/PCC event.

The RDC Review Committee report was discussed and agreed the Clerk write to the RDC for clarity.:

36 22-23 Parish Council Newsletter report: (Councillors and Representatives of the PPC, PVT, PVPA)

Councillor Mr M Corr reported re: the Summer newsletter has been published.

The Councillors efforts were congratulated and are well received by the Council.

37 22-23 The ‘Beagle Anchor’ base.

i i The Chairman’s report re: the estimates for the supplies of a Lectern, electrical supply and lighting, the plinth fencing and Finger post signs.

ii The Clerk to write to the RDC for funding clarity.

ii Mr R Snape, Building Control, RDC advice re: Beagle Anchor planning permissions was recorded.

38 22-23 Correspondence: (emails forwarded and letters and papers received)

i RDC/EALC/NALC/Police/ECC/libraries/ECC Highways emails, as circulated:

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

39 22-23 Planning:

i Application no 22/00584/FUL Marsh House, The Chase, Paglesham, Essex.

(Erect Shed in Rear Garden for Storage Purposes) - Paglesham Parish Council has no objection.

40 22-23 Finance:

i The PPC and PVT Financial Statements ending June 2022 were recorded.

ii The PPC Barclays Bank Statements ending June 2022 were recorded.

- iii The RPC/PVT Statements were checked against the Bank Statements by Cllrs: Mrs V McVittie, and Mr S Cane
 - iv The receipt of the 2nd Part Precept 22-23 @ £3,650-00 was recorded.
 - v The delayed (27/07/2022) Internal Auditors 'Auditing Solutions Ltd' 2021-2022 report was recorded.
 - vi i The actions recommended in the Internal Audit report were agreed to be added as an Appendix, to the Section 1 - Annual Governance Statement 21-22
 - vii To receive the AGAR Return Part 2, 2021-2022:
 - i The AGAR 2021/22 Certificate of Exemption Form 2 was signed and recorded.
 - ii The signed Internal Auditor Report 2021/22 was recorded.
 - iii The Section 1 - Annual Governance Statement 2021/22 was signed and recorded subject to the addition of the appendix re: the Internal Auditors recommendations.
 - iv The Section 2 - Accounting Statements 2021/22 was signed and recorded.
 - v The Period of the Exercise of Public Rights was signed and recorded.
 - vi The Variances form and the Reconciliation forms were completed.
 - viii A payment to HMRC re: PAYE-RTI 1st Quarter PAYE @ £158-73 was recorded.
 - ix An Invoice June 2022 from B Summerfield/Gallagher re Administration fee @ £50-00 was recorded.
 - x An Invoice June 2022 from Playsafety Ltd 62924 ROSPA re: Frances Field, Pond and Oyster Pits @ £ 252-00 was recorded.
 - xi An Invoice July 2022 from Auditing Solutions Ltd re: Internal Audit 2021-22 @ £ 552-00 was recorded.
 - xiii The payment May 2022 to B Summerfield re Office costs 21-22 @ £ 163-34 was recorded.
 - xiv The payment May 2022 to B Summerfield/ re: Fuel @ £ 87-40 was recorded.
 - xv The payment May 2022 to B Summerfield/ re: Back pay NALC/EALC agreement @ £ 55-56 was recorded.
 - xvi The payment May 2022 to B Summerfield/Amazon x 2 Toners @ £ 32-72 was recorded.
 - xvii The payment May 2022 to W&H (Romac) Ltd re: Streetlights P12/P16 (Appraisal) £ 127-50 was recorded.
 - xviii The payment May 2022 to EALC re: Annual subscription @ £73-60 was recorded.
 - xix The payment May 2022 to Gallagher re: (3 year) Annual insurance @ £623-76 was recorded.
 - xx The D/D payment 3rd February 2022 to Npower re: INO2384276 Lighting energy @ £148-25 was recorded.
 - xxi The E-on Credit Note of June 2022 @ £65-03 was recorded.
 - xxii The D/D payments to 1&1 re February/March 2022 @ £8-44 / £109-24 was recorded.
 - xxiii Resolved all invoiced payments, auditing statements, financial statements, receipts, transfers, and agreed countersigned cheques above.
- Proposed by Councillors: Mr K Bench, seconded by Mr S Cane and agreed by all.

41 22-23 Paglesham Village Trust:

- i The Chairman's report:
 - i Frances Field: Grass cutting continues - The ROSPA report repairs to the Play area items are being carried out – a security estimate for the Pavilion was discussed - potential floodlights on the containers – potential CCTV - A Pac-Test on the Pavilion by Glanville is scheduled – Vans/cars speeding down the resurfaced Road have been causing large clouds of dust over the local houses.
 - ii The Pond: the Life saving ring is reported in the middle of the pond by the duck house.
 - iii The Oyster Pits: None.
- ii Financial: Various items were covered and paid as reflected in the PVT Financial report.

42 22-23 Streetlighting:

- i i The Clerk reported re: A potential pilot scheme involving the 16 LED streetlight conversions.
- ii The Clerk to seek the contractors costs post receipt of the lamps.
- ii Councillor reports: None.

43 22-23 Highways:

- i Essex Highways Salt Bag Partnership 2022-23 (closing 25th July 22). Not required this year.
- ii The Requested Bus shelter at the Plough and Sail, East End was discussed (waiting for the ECC).

44 22-23 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!

45 22-23 Next Agenda Items from Councillors. *for next Agenda and exchange of information only.*

Items: None.

46 22-23 Date of next Paglesham Parish Council Meeting at the St Peters Mission Hall:

Agreed: **Thursday 13th OCTOBER 2022** at **7.30 pm.**

There being no further business the Chairman closed the meeting at 8.55 pm.