**PAGLESHAM PARISH COUNCIL**

 www.pagleshamparishcouncil.co.uk

**CLERK:**

Mr B Summerfield CiLCA,

Sutton Hall Cottage,

Sutton Road,

Rochford,

Essex.

SS4 1LG.

01702 549308.

bsummvint@hotmail.com

**CHAIRMAN:**

Councillor Mr D Whittingham,

Cobblers Row,

East End,

Paglesham.

Essex.

SS4 2ER.

01702 258616

cobblersrow@tiscali.co.uk

 **AGENDA**

 **YOU ARE HEREBY SUMMONED TO MEETING OF**

 **THE PAGLESHAM PARISH COUNCIL,**

 **TO BE HELD AT ST. PETER’S MISSION HALL, PAGLESHAM ROAD, EAST END, SS4 2EQ**

 **ON THURSDAY, 14th DECEMBER 2023.**

 **(COMMENCING AT 7.30 PM).**

Chairman's opening remarks.

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

i Councillors:

ii Members of the Public:

**2. Apologies for absence:**

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

ii To discuss PPC acceptance of reasons for absence.

**3. Casual Vacancy Co-option:**

iTo receive applications for the one casual vacancy.

ii To sign the Statutory Declaration of Acceptance of Office.

iii To receive the Declarations of Interests Forms (28 days).

iv The Clerk to receive Councillors written requests for dispensations re: Financial matters as local

 council tax payers inc: the Precept and as members of the Paglesham Village Trust.

**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 )**

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

**6. To receive the Minutes of the Meeting of 18th October 2023.**

 To agree:

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

i (Minute75) Stannets Creek non PROW footpath.

 The Clerk’s report

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

 Councillor Mr M Corr’s report:

**9. The Paglesham ‘Beagle Anchor’ Project.**

 Councillor reports re: railings, etc

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

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

**11. Planning:**

 Application no 23/00261/FUL Waterside Farm, The Chase, Paglesham, Essex.

 (Convert Existing Barn to Form Two Holiday Lets with Associated Landscaping).

**12.** **Finance: PRECEPT (2024-2025):**

i To receive a November 2023 letter from the RDC re: DRAFT Council Tax Base/Parish Precepts.

ii To receive the Clerk’s advice and forward calculations for 2024-25.

**13. Finance:**

i To receive the PPC Financial and Barclays Bank Statements ending 14th December 2023.

ii The Barclays Bank/PPC statements to be agreed by Councillors: ……………,, and ………………..

iiiiTo receive and agree the EALC Announcement re: \*NEW\* NALC Pay Scales 2023-24.

 ii To agree a letter to the Bank requesting an increase of the Clerk’s nett monthly salary to £241-24 from

January 2024.

 iii To agree the one off January 2024 payment of the Clerk’s 9 months back pay from April 2023 @ £166-50.

iv To receive an Invoice November 23 from Farthings Gates and Railings re: Anchor railings @ £1,848-00.

v To receive an Invoice December 23 from ICO re: Data Protection @ £40-00.

vi To receive the D/D Invoice December 2023 from 1&1 re: New package website @ £136-24.

vii To agree a payment December 23 to BASIC ESSEX re: donation @ £50-00.

viii To agree a payment December 23 to Essex Air Ambulance Service re: donation @ £50-00

ix The Clerk’s report re: the Locality Fund coverage @ £475-00 for a Bleed Control Kit.

x To record the payment The Clerk’s invoice for Office use 2022-23 @ £180-37

xi To record the payment The Clerk’s invoice for Fuel use 2022-23 @ £85-56

xii To record the payment The Invoice September 2023 from B Summerfield/IJTDirect Printer Ink @ £39-89

xiii To record the payment The Invoice September 2023 from RCCE re: annual subscription @ £52-80

xiv The Clerk’s salary standing order payments for October/November/December 2023 @ £226-44 were recorded.

xv To receive the D/D Invoice October/November 2023 from 1&1 re: website @ £16-87/£16-87.

xvi Top receive the D/D Invoices October/November 2023 to Npower (Streetlighting) invoices @ £98-16/£171-00

xvii To resolve all payments, Invoices, Internal Audit, financial statements, receipts, transfers and countersigned

 cheques.

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

**14. Paglesham Village Trust:**

i The Frances Field report:

ii The Pond: ‘Adverse Possession’.

iii The Oyster Pits:

iv The Frances Field income and expenditure.

 A working party!

v The Paglesham Village Trust Bank mandate update:

 Councillor reports:

vi Finance:

**15. Streetlighting:**

 Councillor reports:

**16. Highways:**

i The Clerks report re: a 30mph request for the Paglesham Road from the Waterside Road to Easthall Road, East End, Paglesham.

ii The Clerk’s report re: a request an update on:

 i Continued flooding at the Plough and Sail

 ii The requested Bus Stop at the Plough and Sail.

**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 ??th FEBRUARY 2024** **at 7.30 pm.**

**9th December 2023. B Summerfield, Paglesham Parish Clerk/RFO.**