**MINUTES**

 **OF THE PAGLESHAM PARISH COUNCIL MEETING**

 **HELD AT THE MISSION HALL, EAST END, PAGLESHAM, SS4 2ER**

 **on THURSDAY 14th DECEMBER 2023.**

**77 23-24 To Record the Members and Public Present: 7.3o pm.**

 Chairman: Councillor Mr D Whittingham.

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

 Ward Councillors: None.

 Members of the Public: None.

 The Clerk: Mr. B. Summerfield.

**78 23-24 Apologies and reasons for absence:**

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

ii To record the council decision on absence

 Apologies were received from Ward Councillors Mr I Foster, Mr S Wootton and Essex Councillor Mrs L Shaw.

**79 23-24 Casual Vacancy Co-option:**

iTo receive applications for the one casual vacancy. (None).

ii To sign their Statutory Declaration of Acceptance of Office.

iii To receive their 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.

v Councillors agreed to invite a member of the public to apply for the post of Councillor.

**80 23-24 Declarations of Interests:**

i **To receive all declarations of interests including** dispensations under the relevant provision s.33 of the

 Localism Act 2011. None.

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

 **during the progress of the meeting.**

**81 23-24 Public Forum: ( 5 min per person only )**

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

**82 23-24 To receive the Minutes of the Meeting of 18th October 2023.**

 The Minutes were Resolved agreed.

 Proposed by Councillors: Mr S Cane, seconded by Mr M Corr and agreed by all.

 The Chairman duly signed the Minutes as a correct record.

**83 23-24 Matters arising from the Minutes**: (not on the Agenda)

 (Minute 75) Stannets Creek non PROW footpath.

 The official ‘Definitive Footpath Map’ was consulted.

**84 23-24 Parish Council Newsletter report:**(Councillors and Representatives of the PPC, PVT, PVPA)

 Councillor Mr M Corr’s newsletter information re: The Punch Bowl, The Anchor, Bleed Kit and dog walking etc, is

 to be available in due course.

**85 23-24 The Paglesham ‘Beagle Anchor’ Project.**

i Councillors reported that the Beagle Anchor railings are now in place and the position of the information

 lectern was decided.

ii Councillor Mr D Whittingham volunteered to erect the lectern and put up the Beagle fingerpost guides.

iii The Anchor Insurance updates to be set up by the Clerk.

**86 23-24 Correspondence: (**emails forwarded and letters and papers received)

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

**87 23-24 Planning:**

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

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

 Paglesham Parish Council has no objection.

**88 23-24 Finance: PRECEPT (2024-2025):**

i A November 2023 letter from the RDC re: DRAFT Council Tax Base/Parish Precepts was recorded.

iiThe Clerk’s advice and spredsheet calculations for 2024-25 were discussed in depth and at length.

iii Resolved the Precept demand on the Rochford District Council for 2024-2025 is £9,120-00.

 Proposed by Councillors: Mr D Whittingham, seconded by Mr S Cane and agreed by all.

**89 23-24 Finance:**

i The PPC Financial and Barclays Bank Statements ending 14th December 2023 were recorded.

ii The Barclays Bank/PPC statements were agreed by Councillors: Mr S Cane and Mr M Corr.

iii The EALC Announcement re: \*NEW\* NALC Pay Scales 2023-24 was recorded.

iv The letter to the Bank requesting an increase of the Clerk’s nett monthly salary to £241-24 from January 2024

 was recorded.

v The one off January 2024 payment of the Clerk’s 9 months back pay from April 2023 @ £166-50 was recorded.

vi The Invoice November 23 from Farthings Gates and Railings re: Anchor railings @ £1,848-00 was recorded.

vii The Invoice December 23 from ICO re: Data Protection @ £40-00 was recorded.

viii The D/D Invoice December 2023 from 1&1 re: New package website @ £136-24 was recorded.

ix The payment December 23 to BASIC ESSEX re: donation @ £50-00 was recorded.

x The payment December 23 to Essex Air Ambulance Service re: donation @ £50-00 was recorded

xi The Locality Fund coverage @ £475-00 for a Bleed Control Kit has been granted by the ECC and was recorded.

xii The Council agreed to order the Bleed Kit and was recorded.

 Proposed by Councillors: Mr D Whittingham, seconded by Mr S Cane and agreed by all.

xiii The payment September 23 re: the Clerk’s invoice for Office use 2022-23 @ £180-37 was recorded.

xiv The payment September 23 re: the Clerk’s invoice for Fuel use 2022-23 @ £85-56 was recorded.

xv The payment re: the Invoice September 2023 from B Summerfield/IJTDirect Printer Ink @ £39-89 was recorded.

xvi The payment re: the Invoice September 2023 from RCCE re: annual subscription @ £52-80 was recorded.

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

xviii The D/D Invoice October/November 2023 from 1&1 re: website @ £16-87/£16-87 were recorded.

xix The D/D Invoices October/November 2023 to Npower (Streetlighting) invoices @ £98-16/£171-00 were recorded.

xx Resolved all payments, Invoices, Internal Audit, financial statements, receipts, transfers and countersigned

 cheques.

 Proposed by Councillors: Mr M Corr, seconded by Mr S Cane. and agreed by all.

**90 23-24 Paglesham Village Trust:**

i The Frances Field report: grass cutting has been dependent on the weather.

ii The Pond: The Clerk to process the ‘Adverse Possession’ claims with the Land Registry..

iii The Oyster Pits: None.

iv The Frances Field:

 Income and expenditure was discussed. A welcome PVPA grant of £500 has been received by the PVT.

v The Paglesham Village Trust Bank mandate update:

 Councillors agreed the updating of the Mandate organise by Councillor Mr D Whittingham.

vi Finance:

 Councillor Mr S Cane has posed various PVT questions to the insurers and is awaiting a reply.

**91 23-24 Streetlighting:**

 Councillor reports: None.

**92 23-24 Highways:**

i Residents speeding traffic complaints:

 The Local Highways Panel form will rely upon the processed resident’s complaints.

 The potential 30mph request for the Paglesham Road (from the Waterside Road to Easthall Road, East End,

 Paglesham), and possibly further along the Paglesham Road, will rely on sufficient speeding complaints.

ii Potholes on the Paglesham Road have been photographed by Councillor, Mr M Corr who will supply the Clerk

 with copies and their ‘What Three Words’ positions.

iii The Clerk reported a requested update on:

 i Continued flooding at the Plough and Sail with no positive news to date.

 ii The requested Bus Stop at the Plough and Sail to be updated in the New Year.

**93 23-24 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!

**94 23-24 Next Agenda Items from Councillors.** *for next Agenda and exchange of information only.*

Items:

**95 23-24 Date of next Paglesham Parish Council Meeting at the St Peters Mission Hall:**

 **Agreed: THURSDAY 22nd FEBRUARY 2024** **at 7.30 pm.**

There being no further business the Chairman closed the meeting at 9.16pm.

**17th February 2023. B Summerfield, Paglesham Parish Clerk/RFO.**