**PAGLESHAM PARISH COUNCIL**

www.pagleshamparishcouncil.co.uk

**CLERK:**

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**CHAIRMAN:**

Councillor Mr K Bench,

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**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, 10th JULY 2025.**

**(COMMENCING AT 7.30 PM).**

Chairman's opening remarks.

**1. Election of Chairman for 2025-2026:**

i To receive nominations for the post of Chairman.

ii Chairman to sign the Declaration of Acceptance of Office.

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

i Councillors:

ii Members of the Public:

**3. Apologies for absence:**

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

ii To discuss the PPC 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 )**

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

**6. To receive the Minutes of the AGM of 22nd MAY 2025.**

To agree:

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

Items:

**8. Frances Field defibrillator update:**

To receive Councillor Mr S Cane’s report re: the Frances Field defibrillator online activation.

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

i To receive a magazine June 2025 from EALC re: Clerk and Councils Direct

ii To receive June 25 from EALC Highways re: Winter Salt Bag Partnership?

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

**10. The .gov email address;** clerk@pagleshampc.gov.uk

The Clerk’s report:

**11. Finance:**

I To receive the Paglesham PC and Barclays Bank Statements of 22nd May and 10th July 2025.

ii The above Barclays Bank & PPC statements to be ratified and agreed by Councillors: ……………… and ……………….

iii To record the Paglesham Parish Council’s AGAR Declaration of Exemption to the PKF-L on 09/06/2025.

iv To record the Clerk’s forwarded VAT126 claim for the period 1st April 2023 to 31st March 2025 @ £1,369.48.

v To record the publication of the Website Public Rights and notices for AGAR 2024-25.

vi The Clerk’s report re: the presented at the Bank, PPC letter of Authority re: Bank Transfers and Cheques.

i To receive a bank mandate to authorise the online bank transfer process.

vii **The Clerk’s report**:

i The Clerk’s Bank transfer, sent on 31/05/2025 @ £ 821.29, to meet the 1st of June 2025 Gallagher

Insurance payment time limit.

ii The delayed Invoice **15th April 2025** from W&H (ROMAC) Ltd re: Invoice 137236 P3/P8/P9/P14 @

£236.40 was paid by a Bank Transfer by the Clerk/Responsible Financial Officer.

iii The First quarterly HMRC PAYE-RTI payment @ £187.92 was paid with a personal cheque by the

Clerk/Responsible Financial Officer

iv To agree the Clerk’s Bank Transfer payment July 25 to: W&H (ROMAC) Ltd re: P4 (Jubilee Cottages)

repair @ £94.80.

viii To agree a payment July 25 to: B Summerfield/Gallagher Brokers Insurance Ltd invoice @ £ 821.29.

ix To agree a payment July 25 to: B Summerfield/W&H (ROMAC) Ltd re: Invoice 137236 @ £236.40.

x To agree a payment July 25 to: B Summerfield/HMRC re: PAYE-RTI first Quarter @ £187.92.

xi To agree a payment July 25 to: B Summerfield/W&H (ROMAC) Ltd re: P4 (Jubilee Cottages) repair @ £94.80.

xii To agree a payment July 25 to: Glendinning Ltd re: installation of secure defibrillator box on the Frances

Field Pavilion @ £306.00.

xiii To agree a payment July 25 to: ROSPA re: invoice for attendances/reports on the Frances Field, Pond and

the Oyster Pits @ £288.00.

xiv Recorded: the payment April 2025 to Community Heartbeat (Solutions) Ltd (Battery) @ £253.80.

xv Recorded: the Invoice May 2025 from RCCE re: Annual Membership @ £61.80.

xvi Recorded: the Invoice May 2025 from EALC re: Annual Subscription @ £80,13.

xvii Recorded: the Invoice May 2025 from Mr J Watson re: Internal Audit @ £195.50.

xviii To record the Clerk’s salary standing order payments for June/July 2025 x 2 @ £250-56.

xix To record the D/D Invoices June/July 25 from 1&1 re: website x 2 @ £30.37.

xx To record that no D/D Invoices of June/July 25 are received from Npower as they are updating their system.

xxi To resolve all payments, Invoices, Internal Audit, financial statements, Signatures on the Bank Transfers receipts,

and countersigned cheques.

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

**12. Planning:**

i Application no 24/00…/FUL

**13. The PVT.**

i The Frances Field: Barrier tape around the slide.

ii The Pond: The Clerk’s report

iii The Oyster Pits: Potential repairs

iv Finance: Items:

**14. Streetlighting:**

i Councillor Mr D Whittingham’s report re: P3 (Churchend), electrician and the stock LED head.

**15. Highways, Pavements and PROW’s:**

i Councillors reports:

**16. Website:**

i The website is to be brought up to date with the inclusion of this meetings’ information.

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

Items:

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

**To agree: THURSDAY** **18th / 25th September 2025.**

**5th July 2025. B Summerfield, Paglesham Parish Clerk/RFO.**