

ASHINGDON PARISH COUNCIL



Clerk to the Council: Mrs Karen Boyce
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Minutes of the Parish Council Meeting held at Ashingdon Church Hall, Church Road, Ashingdon held on Monday 5th July 2021 at 7.30pm.

Present: Chairman: Cllr. D. Catchpole Vice Chairman:

Councillors: Cllr. D. Constable Cllr. G. Dryhurst Cllr. S. Chittenden
Cllr. P. Hennessy Cllr. T. Flowers
Cllr. S. Osborne

Officers: Karen Boyce, Parish Clerk

District Councillors: Cllr. C. Weston.

Members of press and public: None

21/099 Apologies for Absence

No apologies were received from Cllr. Dan. McCarthy.

21/100 Minutes

RESOLVED that the minutes from the Parish Council Meeting held on the 7th June 2021 be approved as a correct record and signed by the Chairman.

21/101 Progress Report

- 20/201 The Clerk re-emailed Marcus Hotton on the 26th May 2021, awaiting a reply.
- 21/019(i) The Clerk received a reply from Talent at RDC on the 07.06.21, who said that she would visit the area in question on her rounds. Clerk was asked to chase this again.
- 21/024 The Clerk had been asked to purchase 2 x large Union Jack flags, the Clerk has now purchased them and these have now been received.
- 21/058 The Clerk was asked to liaise with Cllr. D. McCarthy on how to approach RDC, regarding a gravel footpath around the King George's Playing field and also the outside of the new play area.
- 21/082c The Clerk was asked to contact RDC with regards to the village sign at the bottom of Ashingdon Hill, on arranging a survey to see if repairs are needed. The Clerk received a reply on the 05.07.21 from RDC to say that they only deal with name plates. The Clerk has now got to approach ECC.
- 21/083 The Clerk had contacted Canewdon Parish Council's Clerk regarding 'Pedestrians in the road' signage. This was decided to submit a joint application. Cllr. C. Weston is going to see when it appears on the LHP meeting.
- 21/084 The Clerk has contacted Constable Landscapes to take on the contract of emptying the Dog Bin at South Fambridge until the end of the Financial year, in March 2022.
- 21/087 The Clerk was asked to purchase a name bar for the Chairman's Chain of Office to commemorate Cllr. T. Flowers time as Chairman. This has been ordered and awaiting delivery.
- 21/088 The Clerk has received an email from Adam Aldridge saying that this is not something his team could undertake, however he had copied Dan Baines into the email, who has emailed a company to see if they can give a quote on the work to be done.

21/102 Declaration of Interests and Dispensations

None declared.

21/103 Public participation session

None present.

21/104 District Councillor's Report

Cllr. C. Weston attended the meeting.

21/105 Co-option

There are two vacancies in Ashingdon ward; and one in vacancy in Ashingdon (west) – (this ward is in the Hockley area). One candidate was present to observe the meeting.

21/106 Finance

Members received the schedule of payments for approval along with the bank reconciliation figures for May 2021. Cllr. P. Hennessy had checked the bank reconciliation figures.

RESOLVED that

(a) the following payments/cheques be approved for payment and signed:

HM Revenue & Customs	IBJUL21/1	£ 126.71
A&J Lighting Solutions	IBJUL21/2	£ 157.14
A&J Lighting Solutions	IBJUL21/3	£ 452.10
Auditing Solutions	IBJUL21/4	£ 306.00
Constable Landscapes	IBJUL21/5	£ 148.00
Constable Landscapes	IBJUL21/6	£ 148.00
D2D Distribution Ltd	IBJUL21/7	£ 414.00
Essex Pension Fund	IBJUL21/8	£ 342.13
J&P Prior	IBJUL21/9	£ 105.00
James Todd & Co	IBJUL21/10	£ 93.60
Rural Community Council Of Essex	IBJUL21/11	£ 105.60
Viking Direct	IBJUL21/12	£ 21.98

- (b) The bank reconciliation figures for May 2021 be approved and accepted
- (c) It was noted the donation of £100 by Debit Card to the British Heart Foundation in memory of Cllr. Roy. Martin, was made on the 14th June 2021.
- (d) It was confirmed that Cllr. D. Constable, Cllr. T. Flowers, Cllr. G. Dryhurst, Cllr. P. Hennessy and Cllr. D. Catchpole will be claiming their allowances.
- (e) The quarterly financial report for the period 1st April to 30th June 2021 be approved and accepted.
- (f) Two signatories be authorised to sign the payments during the recess period.
- (g) The Council delegated power to the Clerk in consultation with the Chairman for any emergency action that may be required during the recess period.
- (h) The Internal Audit report for 2020/21 be approved and accepted:
- (i) It was considered and resolved that the rent for the Parish Rooms for billing to be paid on a quarterly basis.
- (j) It was agreed that the Clerk should contact 3 Companies for a quotation, in regards to a Tree Survey. The Clerk is to approach Hawkwell Parish Council on some recommendations of companies.

- 21/107** **Community Defibrillator**
A report was received from Cllr. S. Osborne regarding the installation of a defibrillator at Ashingdon & East Hawkwell Memorial Hall. Cllr. Constable stated that the Council should obtain a written letter that The Trustees agree to the installation and to agree on an arrangement on the running costs she also suggested approaching the Community Safety Fund for a grant towards the cost.
- RESOLVED** that this could be the best way forward to obtain funds towards a community defibrillator.
- 21/108** **Planning**
RESOLVED that
- (a) the minutes from the Planning Committee meeting held on 7th June 2021 be noted;
 - (b) the list of applications determined by Rochford District Council in June 2021 be noted.
- 21/109** **Parish Rooms**
Consideration was given of the Full Lease for the Parish Rooms.
- RESOLVED** that the Full Lease should be presented to the Solicitors with the queries raised by the Council.
- 21/110** **King George's Playing Field**
It was decided that the items that were on the Agenda be carried forward to the September Agenda.
- 21/111** **Tree of Remembrance**
Consideration was given on whether to replace the tree of remembrance that has now demised.
- RESOLVED** that the tree of remembrance be replaced.
- 21/112** **Report on RDC Planning Committee decision to refuse the Bloor Homes Development**
A report was received from Cllr. D. Catchpole.
- 21/113** **Ashingdon Roadside Verges**
A report was received from Cllr. G. Dryhurst. Consideration was given to replacing some trees and shrubs. Cllr. G. Dryhurst to produce recommendations and costs to the council.
- 21/114** **Battle of Ashingdon display board**
Consideration was given to treat the timber surrounds of the illustrated Battle of Ashingdon display board In St. Andrew's church.
- RESOLVED** that Cllr. S. Chittenden has agreed to treat the timber surrounds.
- 21/115** **Footpath sign post for: FP5, FP19, Roach Valley Way**
Consideration was given to re-install the 2 footpath indication signs, which are dislodged.
- RESOLVED** that Cllr. G. Dryhurst has agreed to re-install these sign posts.
- 21/116** **Highways/PROW/Environment/Transport/Street Lighting**
- (a) An update was received from Cllr. G. Dryhurst.
 - (b) An update was received regarding the Parish Rooms/ Public Toilets at King George's playing field from Cllr. D. Constable.
- 21/117** **Website**
The Clerk reported to the Council that the website does not meet the website accessibility regulations.
- RESOLVED** that the Clerk is to approach EALC and other Parishes for recommendations for companies that can design and manage our website to meet accessibility regulations.
- 21/118** **Youth and Council Activities**
A letter was received from Cllr. S. Osborne that had been to King Edmund School regarding trying to the get pupils involved with Parish Councils, no reply had been received as yet.

21/119 Crime and Anti-Social Behaviour

No report received.

21/120 Police and Crime Plan 2021-2024

Consideration was given over a series of virtual workshops that have been arranged where representatives from organisations and groups who work to keep our communities safe and get involved and have their say.

RESOLVED that Cllr. P. Hennessy will attend.

21/121 Reports from the representatives for outside committees

- (a) Ashingdon and East Hawkwell Memorial Hall – Cllr. S. Chittenden; Cllr. D. Catchpole; - Report received. AGM in Sept.
- (b) Rochford Hundred Association of Local Councils – Cllr. D. Constable;
No meeting.
- (c) Local Community Meeting – Cllr. T. Flowers;
No meeting.
- (d) RSPB Local Liaison Group – Cllr. G. Dryhurst
No meeting.
- (e) River Crouch Coastal Community Team Stakeholder Event – Cllr. G. Dryhurst
Meeting 13. 07.2021.

21/122 Contact Information card

It was agreed that the final content on the contact information card be accepted.

RESOLVED that Cllr. D. Catchpole is going to source commercial printing costings.

21/123 Items for next agenda

A report from Cllr. D. McCarthy on the Health & Wellbeing programme and any plans for the Council to consider.

21/124 Date of next meeting

The next Parish Council Meeting is on Tuesday 7th September 2021 at 7.30pm.

The meeting was closed at: 21.45pm

Chairman's Signature

Dated
7th September 2021