

ASHINGDON PARISH COUNCIL



Clerk to the Council:

Mrs Karen Boyce
4 Warwick Drive
Rochford
Essex
SS4 1HP

Tel: 07950 947731

Email: ashingdonparishcouncil@outlook.com

Members of the Council are hereby summoned to attend the Parish Council Meeting at Rochford Day Centre, Back Lane, Rochford on Tuesday 7th September 2021 at 7.30pm for the purpose of transacting the following business. Members of the press and public are welcome to attend.

Karen Boyce

Karen Boyce
Clerk to Ashingdon Parish Council

1st September 2021

AGENDA

1. **Apologies for Absence.**
2. **Minutes**
 - (a) Acceptance of minutes from the Parish Council Meeting dated 5th July 2021 (Appendix 1);
3. **Progress Report from the Clerk (Appendix 2).**
4. **To receive member's declaration of interests and dispensations in items on the agenda**
Requests for dispensations must be requested from the Clerk up to the day before the meeting.
5. **Public participation session with respect to items on the agenda and other matters that are of mutual interest.**
10 minutes shall be available for public question time.
6. **To receive a report from the District Councillor.**
7. **Co-option**
To consider co-opting any interested candidates onto the Parish Council to fill the two vacancies in Ashingdon ward and one vacancy in Ashingdon (west) – (this ward is in the Hockley area).
8. **Co-option Policy**
Members to consider adopting the recently produced Co-option Policy. (previously circulated)
9. **Finance**
 - (a) To approve payments/cheques for signature in accordance with the 2021/22 budget (to be circulated at the meeting);
 - (b) To ratify the payments made in August 2021 (appendix 3);
 - (c) To approve the June 2021 bank reconciliation figures (appendix 4);
 - (d) To approve the July 2021 bank reconciliation figures (appendix 5);
 - (e) To confirm, if Cllr. D. McCarthy will be claiming an allowance. To note that this will come out of the general reserves.
 - (f) To appoint Auditing Solutions as the Councils Internal Auditor.
 - (j) To confirm that Cllr. D. Constable, Cllr. T. Flowers, Cllr. G. Dryhurst, Cllr. P. Hennessy and Cllr. D. Catchpole have claimed their allowances:

Cllr. D. Constable	100006	£350.00
Cllr. T. Flowers	100007	£350.00
Cllr. G. Dryhurst	100008	£350.00
Cllr. P. Hennessy	100009	£350.00
Cllr. D. Catchpole	100010	£350.00

10. Grant Applications/Donations

- (a) To consider the application of £500.00 from Hockley and Hawkwell Day Centre towards the cost of the Centre's refurbishment kitchen (Appendix 6);
- (b) To consider the application of £100.00 from St. Mark's Food Drop In towards help to provide lunches for families in school holidays and generally to help families that are still on furlough (Appendix 7);
- (c) To consider the application of £500.00 from Wyvern Community Transport towards the cost of the ongoing volunteer's expenses (Appendix 8);
Available budget - £4900.00.

11. Community defibrillator

To receive a letter of agreement from the Trustees of Ashingdon & East Hawkwell Memorial Hall for the Installation of a Community Defibrillator at the Hall. (Appendix 9)

To receive a report and quotation from Cllr. S. Osborne for the purchase and installation of a Community Defibrillator. Members to agree to the expenditure and purchase. (Appendix 10)

12. Planning

- (a) To receive the minutes from the Planning Committee meeting held on 5th July 2021 (Appendix 11)
- (b) To receive a list of applications determined by Rochford District Council in July 2021 (Appendix 12)
- (c) To receive the minutes from the Planning Committee meeting held on 20th July 2021 (Appendix 13)
- (d) To receive the minutes from the Planning Committee meeting held on 2nd August 2021 (Appendix 14)
- (e) To receive a list of applications determined by Rochford District Council in August 2021 (Appendix 15)

13. Litter Picker/Handyperson

Members to consider on whether they would like to employ a new Litter picker/Handyperson for the Ashingdon Parish.

14. Memorial Plaque

The plaque is starting to lose the protection so needs to be re-varnished/lacquered.

15. Battle of Ashingdon display board

To receive an update from Cllr. S. Chittenden, who has agreed to treat the timbers.

16. Tree Survey

To consider the quotes provided for a tree survey to be approved. The Clerk has contacted 7 different companies, 4 companies have replied and sent over quotes. Members will need to consider the quotes and decide which company they would like to employ to undertake the survey. (Appendix 16)

17. Ashingdon Roadside Verges

To receive an update from Cllr. G. Dryhurst

18. Footpath sign post for: FP5, FP19, Roach Valley Way

To receive an update from Cllr. G. Dryhurst.

19. Highways/PROW/Environment/Transport/Street Lighting

- (a) To receive a transport update from Cllr. G. Dryhurst;
- (b) To consider the information regarding the community hub/toilets at King George's Field.

20. Stambridge Fishing Project

To consider funding support to the Stambridge Fishing Project. To receive a report from Cllr. T. Flowers (Appendix 17)

21. Website.

To consider the quotes provided from companies for the changes to the Council's website to meet Accessibility Regulations and ongoing management of the site. The Clerk has contacted 5 different companies, 3 companies have replied and sent over quotes. Members will need to consider the quotes and decide which company they would like to employ to undertake the changes to the website. (Appendix 18)

22. Youth Services.

To receive a report from the months of June/July 2021 (Appendix 19)

23. Basketball frame and Backboard

To discuss the damage to the metal basketball frame and the damage to the backboard. (Appendix 20)

24. Events/Celebrations

To consider ways to commemorate the Queens Platinum Jubilee in 2022.

25. Crime and Anti-Social Behaviour.

To discuss recent incidents and issues.

26. To receive a report from the representatives for the following outside committees/working groups:

- (a) Ashingdon and East Hawkwell Memorial Hall - Cllr. S. Chittenden; Cllr. D. McCarthy
- (b) Rochford Hundred Association of Local Councils - Cllr. D. Constable;
- (c) Local Community Meeting - Cllr. T. Flowers;
- (d) RSPB Local Liaison Group – Cllr. G. Dryhurst;
- (e) River Crouch Coastal Community Team - Cllr. G. Dryhurst;

27. Training and Events

To consider any requests from officers or members for training:

EALC

September 2021- Restrictions depending courses will start to be run from the Training Room

Community Specials Briefing – Delivered on Zoom – Thursday 16th September – FREE

Councillor Training Day 1 – Delivered on Zoom – Saturday 18th September - £100 + VAT per delegate

Community Specials Briefing – Delivered on Zoom – Tuesday 21st September – FREE

Dementia Friends Training – Delivered on Zoom – Tuesday 21st September - FREE

EALC Annual General Meeting - Delivered on Zoom - Thursday 23rd September – FREE

Councillor Training Day 2 – Delivered on Zoom – Saturday 25th September - £100 + VAT per delegate

Routine Playground Inspection Course – Office – Tuesday 28th September - £170 + VAT per delegate

Routine Playground Inspection Exam - Tuesday 28th September - £170 + VAT per delegate

Routine Playground Inspection Course – Office – Wednesday 29th September - £170 + VAT per delegate

Routine Playground Inspection Exam - Wednesday 29th September - £170 + VAT per delegate

Community Specials Briefing – Delivered on Zoom – Tuesday 5th October – FREE

Risk Assessment – Level 2 Certificated - Office – Wednesday 6th October - £110 + VAT per delegate

Highways Briefing – Multi Topic – Zoom – Thursday 7th October – TBA

Introduction to Planning Briefing – Wednesday 13th October - £70 + VAT per delegate

Chairman's Day 1 – EALC Office - FULL – Thursday 14th October - £90 + VAT per delegate

Available budget 2021/22 – Training - £1090.00

- Cllr. D. Catchpole requests to attend The Chairman's Training Day 1, Modules 1&2 event on Tuesday 2nd November 2021 at a cost of £90 + VAT.
- Cllr. D. Catchpole requests to attend The Chairman's Training Day 2, Modules 3&4 event on Tuesday 30th November 2021 at a cost of £90 + VAT.
- Cllr. D. Catchpole requests to attend The Chairman's Training Day 3, Modules 5&6 event on Tuesday 7th December 2021 at a cost of £90 + VAT.
- Cllr. D. Constable requests to attend the Community Special Briefing on Thursday 16th September 2021, this is a FREE course.
- Cllr. David. Catchpole, requests to attend the Essex Highways Multi Topic Briefing online event on the 7th October 2021 by EALC at a cost of £20 + VAT per delegate.
- Cllr. Debra. Constable, requests to attend the Essex Highways Multi Topic Briefing online event on the 7th October 2021 by EALC at a cost of £20 + VAT per delegate.

28. Items from Councillors to be added to next agenda.

29. The next Parish Council Meeting is on Tuesday 5th October 2021 at 7.30pm.