

ASHINGDON PARISH COUNCIL



Clerk to the Council:

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Members of the Council are hereby summoned to attend the Parish Council Meeting in the Committee Room at Ashingdon and East Hawkwell Memorial Hall, Ashingdon Road, Ashingdon on Monday 7th January 2019 at 7.30pm for the purpose of transacting the following business. Members of the press and public are welcome to attend.

Kelly Holland
Clerk to Ashingdon Parish Council

19th December 2018

AGENDA

1. **Apologies for Absence.**
2. **Minutes**
 - (a) Acceptance of minutes from the meeting dated 3rd December 2018 (appendix 1);
 - (b) Acceptance of minutes from the extraordinary meeting held on 13th December 2018 (appendix 2).
3. **Progress Report from the Clerk (appendix 3).**
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.
8. **Finance**
 - (a) To approve payments/cheques for signature in accordance with the 2018/19 budget (to be circulated at the meeting);
 - (b) To approve the November 2018 bank reconciliation figures (appendix 4);
 - (c) To approve the quarterly financial report for the period 1st October 2018 to 31st December 2018 (appendix 5);
 - (d) To consider changing the internet banking with Metro bank to dual signatory at a cost of £5 per month per user (appendix 6).
9. **Budget and Precept 2019/20**
The proposed budget for 2019/20 was £93,677. The Local Council Tax Support Grant had been confirmed as £785.00. Members need to decide the precept for 2019/20.
10. **Planning**
 - (a) To receive the minutes from the Planning Committee meeting held on 3rd December 2018 (appendix 7);
 - (b) To receive a list of applications determined by Rochford District Council in December 2018 (appendix 8).
11. **Personnel**
 - (a) To receive the minutes from the Personnel Sub Committee meeting held on 3rd December 2018 (appendix 9);
 - (b) To receive the minutes from the Personnel Sub Committee meeting held on 2nd January 2019 and note the appointment of the new Clerk (to be circulated at the meeting).

12. Garden Maintenance Contract

The garden maintenance contract expires on 31st March 2019, the Clerk will start the tender process before her employment ends. The Council will need to consider whether to extend the current contract for a further year should the tender process be delayed following the appointment of the new Clerk.

13. 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;
- (c) To consider the email from the contractor regarding the new parking bays at St Thomas Road car park (appendix 10);
- (d) To consider the email from the Essex County Council Public Rights of Way engineer regarding erecting bollards on bridleways following a request for a bollard on the bridleway to the sea wall in South Fambridge (appendix 11).

14. Consultations

To formulate comments to Essex County Council regarding the libraries consultation (previously circulated).

15. Essex Village of the Year Competition

To consider entering the Essex Village of the Year competition; two members would need to complete the application.

16. Christmas Buffet

- (a) To decide whether to hold the event in 2019;
- (b) Should the event continue, members are to confirm the date for the event on Thursday 5th December 2019 and decide what charity will be the beneficiary for the raffle.

17. Crime and Anti-Social Behaviour.

To discuss recent incidents and issues.

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

- (a) Ashingdon and East Hawkwell Memorial Hall - Cllr. S. Chittenden;
- (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.
- (f) Discover 2020 Tourism Forum – Cllr. G. Dryhurst and Cllr. T. Flowers

19. Training and Events

To consider any training requirements:

EALC

Local Service Fund Briefing – 5th February 2019 – Free of charge

Allotments – 6th February 2019 - £100.00 per delegate

Councillor Training Day 2 – 9th February 2019 - £90.00 per delegate

Understanding the Annual Meetings workshop – 13th February 2019 - £45.00 per delegate

Facebook for Absolute beginners - £85.00 per delegate

Available budget 2018/19 – Training - £724.00

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

21. Dates of future meetings

The next Parish Council Meeting is on Monday 4th February 2019 at 7.30pm.