

ASHINGDON PARISH COUNCIL



Clerk to the Council:

Mrs Kelly Holland
33 Rowan Way
Canewdon
Essex
SS4 3PD

Tel: 01702 257457

Email: ashingdonparishcouncil@outlook.com

Minutes of the Parish Council Meeting held at Ashingdon and East Hawkwell Memorial Hall on Monday 7th January 2019 at 7.30pm.

Present:

<u>Chairman:</u>	Cllr. T. Flowers	<u>Vice Chairman:</u>	Cllr. D. Catchpole
<u>Councillors:</u>	Cllr. D. Constable Cllr. P. Hennessy	Cllr. S. Chittenden Cllr. R. Martin	Cllr. G. Dryhurst Cllr. D. McCarthy
<u>Officers:</u>	Kelly Holland, outgoing Parish Clerk Karen Boyce, incoming Parish Clerk		
<u>District Councillor:</u>	Carole Weston		
<u>Members of press and public:</u>	None		

18/243 **Apologies for Absence**

Apologies were received from Cllr. R. Clark.

RESOLVED that the apologies be accepted.

18/244 **Minutes**

RESOLVED that

- (a) the minutes of the Parish Council meeting held on 3rd December 2018 be approved as a correct record and signed by the Chairman;
Cllr. R. Martin abstained from the decision
- (b) the minutes of the extraordinary meeting held on 13th December 2018 be approved as a correct record and signed by the Chairman.

18/245 **Progress Report**

- 17/163 (i) The Clerk has been advised verbally by a member of the LHP that the scheme had been approved. Confirmation in writing was awaited.
- 18/65 (b) The Clerk has been advised verbally by a member of the LHP that the scheme had been approved. Confirmation in writing was awaited.
- 18/65 (c) Clerk has contacted Rochford District Council and is awaiting further information.
- 18/120 (b) Awaiting contractor.
- 18/120 (c) Awaiting contractor.
- 18/123 (c) Website in final stages of preparation.
- 18/147 (a) Road submitted, response awaited.
- 18/147(b) Scheme request submitted to District and County Councillors for approval before submission to the Local Highways Panel.
- 18/181 Quotations were still being sought.

18/218(d) Contact made, information awaited.

18/246 Declaration of Interests and Dispensations

Cllr. G. Dryhurst declared a pecuniary interest in item 8(a) as he had submitted an expense claim, he took no part in the discussion or decision of that item.

18/247 Public participation session

None present.

18/248 District Councillor's Report

Carole Weston gave a report. Rochford District Council would be offering Code of Conduct training for Parish Councillors following the elections. Carole would report the issues with the planning portal on the District Council's website.

18/249 Co-option

There were two vacancies in Ashingdon ward; no candidates were present to observe the meeting.

18/250 Finance

Members received the schedule of payments for approval along with the bank reconciliation figures for November 2018 and the quarterly financial report. Cllr. P. Hennessy had checked the bank reconciliation figures. Consideration was given to changing the internet banking with Metro bank to dual signatory for increased security.

RESOLVED that

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

Mr G Dryhurst	800043	£17.55
HM Revenue & Customs	IBJAN19/1	£358.91
James Todd & Co	IBJAN19/2	£31.20
A & J Lighting Solutions	IBJAN19/3	£911.28
J & P Prior	IBJAN19/4	£105.00
Green Gateway Trading (GM) Ltd	IBJAN19/5	£1,167.47
Basildon Printing Company	IBJAN19/6	£74.00
Mrs K Holland	IBJAN19/7	£42.95

(b) the bank reconciliation figures for November 2018 be approved and accepted;

(c) the quarterly financial report for the period 1st October 2018 to 31st December 2018 be approved and accepted;

(d) further information be sought from Metro bank regarding dual signatory processes for internet banking.

18/251 Budget and Precept 2019/20

Members considered the proposed budget for 2019/20 of £93,677; the Local Council Tax Support Grant for 2019/20 had been confirmed at £785.00. This equates to a precept of £92,852 which represents an increase of £5.84 per year per band D property compared to 2018/19.

RESOLVED that a precept of £92,852 be levied for 2019/20.

18/252 Planning

RESOLVED that

- (a) the minutes from the Planning Committee meeting held on 3rd December 2018 be noted;
- (b) the list of applications determined by Rochford District Council in December 2018 be noted.

18/253 Personnel

RESOLVED that

- (a) the minutes from the Personnel Committee meeting held on 3rd December 2018 be noted;
- (b) the minutes from the Personnel Sub Committee meeting held on 2nd January 2019 be noted, Mrs Karen Boyce had been appointed as the new Clerk to the Council.

18/254 Garden Maintenance Contract

The garden maintenance contract would expire on 31st March 2019; the outgoing Clerk had started the tender process. Consideration was given to extending the current contract by a further year following the appointment of a new Clerk.

RESOLVED that the current contract be extended for a further year should there be an issue with the timetable for the tender process.

18/255 Highways/PROW/Environment/Transport/Street Lighting

A transport report was received; Rochford District Council had advised that the condition report suggested a significant amount capital may be needed to address the longer term maintenance of the building, the new asset manager would be putting together proposals for the building which would incorporate the community hub and toilets. The contractor who had provided parking bays at St Thomas Road car park advised that the angle required had not been possible at the time due to the surface of the car park. The bays could be removed and angled correctly if the car park was cleaned before the work took place however this would cost a further £400.00 plus VAT.

Following the request from a resident to install a bollard on the bridleway to the sea wall in South Fambridge, the Public Rights of Way engineer from Essex County Council advised that any vehicle driving along the bridleway is committing a crime under the Road Traffic Act 1988 and as such should be reported to the Police. Landowners could erect a gate/bollard across a bridleway but they could not be legalised by Essex County Council and could be asked to be removed in the future. The Environment Agency also needed access to the sea wall for maintenance at all times meaning that a bollard would not be possible.

RESOLVED that

- (a) the community hub/toilets at King George's Field be deferred to a future meeting of the Parish Council; the Clerk would continue to liaise with the new asset manager;
- (b) no amendments be made to the current parking bays remain at the St Thomas Road car park;
- (c) a bollard is not erected on the bridleway to the sea wall in South Fambridge.

18/256 Consultations

RESOLVED that the following comments be submitted to Essex County Council regarding the libraries consultation:

Some residents of Ashingdon have favoured Rochford library previously as it had a free car park available, however this parking is no longer open to residents. Free parking in Rochford is further away meaning that more residents are paying for parking in order to use Rochford library. Hockley library has therefore become a more viable option for certain groups of residents as it has a doctor's surgery, social centre and library facilities in close proximity to a car park as well as shopping facilities.

With the recent surge in mental health related illness and loneliness, libraries have become more of a community hub and are used to help with these types of issues. Libraries are the only remaining free resource available to residents and are not just a place to borrow books. The Parish Council therefore feel that Hockley library is as important as Rochford library to residents of Ashingdon.

18/257 **Essex Village of the Year Competition**

RESOLVED that the Parish Council do not enter the Essex Village of the Year competition.

18/258 **Christmas Buffet**

Members discussed the event in December 2018 and agreed that the new format had been a success. Consideration was given to a date for the event and the raffle beneficiary.

RESOLVED that

- (a) the event be held on Thursday 5th December 2019 using the same format as 2018;
- (b) Peaceful Place be the raffle beneficiary

18/259 **Crime and Anti-Social Behaviour**

A report was received.

18/260 **Reports from the representatives for outside committees**

- (a) Ashingdon and East Hawkwell Memorial Hall – Cllr. S. Chittenden;
No meetings had taken place.
- (b) Rochford Hundred Association of Local Councils – Cllr. D. Constable;
No meetings had taken place.
- (c) Local Community Meeting – Cllr. T. Flowers;
No meetings had taken place.
- (d) RSPB Local Liaison Group – Cllr. G. Dryhurst
No meetings had taken place.
- (e) River Crouch Coastal Community Team Stakeholder Event – Cllr. G. Dryhurst
No meetings had taken place.
- (f) Discover 2020 Tourism Forum – Cllr. G. Dryhurst and T. Flowers
No meetings had taken place.

18/261 **Training and events**

RESOLVED that the incoming Clerk be authorised to attend the understanding the Annual Meetings workshop at a cost of £45.00 per delegate.

18/262 **Items for next agenda**

To receive an update on the new play equipment.

To discuss the issues with registering the community assets with Rochford District Council.

18/263 **Date of next meeting**

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

The meeting was closed at 8.53pm.

Chairman's Signature

Dated
4th February 2019