

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 3rd September 2018 at 7.30pm.

Present: Chairman: Cllr. T. Flowers Vice Chairman: Cllr. D. Catchpole
Councillors: Cllr. S. Chittenden Cllr. G. Dryhurst
Officers: Kelly Holland, Parish Clerk
Members of press and public: One

18/109 Apologies for Absence

Apologies were received from Cllrs. R. Clark, D. Constable and D. McCarthy.

RESOLVED that the apologies be accepted.

18/110 Minutes

RESOLVED that the minutes of the Parish Council meeting held on 2nd July 2018 be approved as a correct record and signed by the Chairman.

18/111 Progress Report

- 6.11.17 17/163 (i) Request submitted and in initial validation stage.
- 5.3.18 17/271(a) Works completed 6.7.18.
- 9.4.18 18/17 (b) Awaiting installation.
- 9.4.18 18/17 (e) Notice boards delivered to contractor, awaiting installation.
- 9.4.18 18/17 (f) Registered keeper details requested from DVLA.
- 14.5.18 18/48 Event took place from 30.7.18 - 2.8.18.
- 4.6.18 18/65(b) Scheme request submitted 20.6.18.
- 4.6.18 18/65(c) Awaiting information from Cllr. G. Dryhurst.
- 4.6.18 18/65(e) Plants ordered, awaiting delivery information.
- 2.7.18 18/88 (b) Handyman instructed, work being carried out.
- 2.7.18 18/90 Youth Services team advised of decision, visits to commence from 13th September.

18/112 Declaration of Interests and Dispensations

Cllr. G. Dryhurst declared a non pecuniary interest in item 9(a) as he was a trustee of the charity.

18/113 Public participation session

The member of the public queried when the memorial tree for Mr Drayton-Thomas would be planted.

18/114 District Councillors Report

None present.

18/115 Co-option

There were three vacancies in Ashingdon ward and one vacancy in Ashingdon south west ward; no candidates were present to be considered for co-option.

18/116 Finance

Members received the schedule of payments for approval along with the payments made in August 2018 and the bank reconciliation figures for June and July 2018.

The external audit for the year 2017/18 had been completed with no issues arising.

RESOLVED that

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

Rochford Hundred Association of Local Councils	800030	£21.00
HM Revenue & Customs	IBSEPT18/1	£374.31
James Todd & Co	IBSEPT18/2	£31.20
J & P Prior	IBSEPT18/3	£105.00
Ashingdon & East Hawkwell Memorial Hall	IBSEPT18/4	£10.00
Malcolm Lane & Sons	IBSEPT18/5	£4,156.80
Friends of Historic Essex	IBSEPT18/6	£12.00
Mr A Bax	IBSEPT18/7	£15.30

- (b) the following payments made in August 2017 be ratified:

HM Revenue & Customs	IBAUG18/1	£358.91
James Todd & Co	IBAUG18/2	£31.20
J & P Prior	IBAUG18/3	£105.00
Essex Association of Local Councils	IBAUG18/4	£100.00
Earth Anchors	IBAUG18/5	£207.54
G W Finch Builders Ltd	IBAUG18/6	£3,552.00
Rural Community Council of Essex	IBAUG18/7	£105.60
PKF Littlejohn LLP	IBAUG18/8	£360.00
Basildon Printing Company	IBAUG18/9	£70.00
Safestore Ltd	Direct Debit	£173.02
Eon Energy	Direct Debit	£498.94
King Ramps	IBAUG18/10	£6,000.00

- (c) the bank reconciliation figures for June and July 2017 be approved and accepted.

18/117 Grant Applications/Donations

Consideration was given to four applications.

Cllr. R. Clark arrived at the meeting, 7.51pm

RESOLVED that

- (a) a grant of £150.00 be made to Wyvern Community Transport towards volunteer driving expenses;

Wyvern Community Transport	800031	£150.00
----------------------------	--------	---------

- (b) a grant of £150.00 be made to The Old People's Welfare for Rochford and District towards a replacement mini bus;

The Old People's Welfare for Rochford & District	800032	£150.00
--	--------	---------

- (c) a donation of £150.00 be made to Essex Air Ambulance;

Essex Air Ambulance	800033	£150.00
---------------------	--------	---------

- (d) a donation of £50.00 be made to Speedwatch towards the cost of bodycams.

Rochford Speedwatch	800034	£50.00
---------------------	--------	--------

18/118 Community Initiatives Fund (CIF)

Consideration was given to possible projects that require CIF funding.

RESOLVED that no projects are submitted to CIF for funding at this time.

18/119 Planning

RESOLVED that

- (a) the minutes from the Planning Committee meeting held on 30th July 2018 be noted;
- (b) the list of applications determined by Rochford District Council in July and August 2018 be noted.

18/120 Highways/PROW/Environment/Transport/Street Lighting

A transport report was received; the Cllr. D. Constable and the Clerk had met with the Portfolio Holder and Assistant Director for Environment regarding the toilets. The Assistant Director would arrange for a condition report of the building which could then be considered before proceeding.

Consideration was given to marking out parking bays at St Thomas Road car park and installing a height barrier. Following damage to one of the grass verges in Ashingdon Road, UK Power Networks were considering replacing the grass and shrubs. Should this be approved, the area would need regular watering; a quotation was considered.

RESOLVED that

- (a) Acculine Markings Ltd be instructed to mark parking bays in St Thomas Road car park at a cost of £350.00 once the abandoned vehicles had been removed;
- (b) Pleasure Pools be instructed to supply the height barrier for St Thomas Road car park at a cost of £760.00 ex VAT once the abandoned vehicles had been removed;
- (c) Pleasure Pools be instructed to install the height barrier for St Thomas Road car park at a cost of £620.00 ex VAT once the abandoned vehicles had been removed;
- (d) the new grass and shrubs would not be watered due to the excessive price.

18/121 Ashingdon and East Hawkwell Memorial Hall

Information had been supplied by Sue Sheppard of the Rural Community Council of Essex. Sue had also suggested joining the Rural Community Council of Essex's Village Hall & Community Buildings Advice Service to have access to legal advice and Charity Commission guidance.

RESOLVED that

- (a) the item be deferred to the next Parish Council meeting;
- (b) the Parish Council join the Rural Community Council of Essex's Village Hall & Community Buildings Advice Service at a cost of £50.00 plus VAT.

Rural Community Council of Essex	IBSEPT18/8	£60.00
----------------------------------	------------	--------

18/122 Play areas

The orders had been placed with the suppliers for the equipment and safety surfacing for the new play area at King George's Field; work would start on 17th September 2018 and would take approximately two weeks.

Consideration was given to creating a Spacehive crowd funding campaign for replacement equipment in the current play area at King George's Field, the Parish Council agreed in principle to contribute £5000 towards this campaign.

RESOLVED that the Parish Council create a Spacehive crowd funding campaign to replace both sets of swings, install an inclusive roundabout and relocate the spica in the play area at King George's Field. The total cost of the project would be £17,052.42, members agreed to assist in publicising the campaign in order to gain pledges.

Cllr. R. Clark left the meeting, 8.43pm

18/123 Website/Email

With the introduction of the General Data Protection Regulations (GDPR), the Parish Council are responsible for any data that it holds including data held by outside organisations. The current website was not GDPR compliant; members considered registering a .gov.uk domain name for email and website and costings to create a new GDPR compliant website.

RESOLVED that

- (a) Avecoh be instructed to register the domain name ashingdonparishcouncil.gov.uk for 2 years at a cost of £99.00 plus VAT;
- (b) Avecoh be instructed to provide website hosting at a cost of £30.00 plus VAT per year and pop3 email at a cost of £50.00 plus VAT per year;
- (c) Launch Designs be instructed to design and build the new website and then transfer the existing information at a cost of £1400.00 plus VAT;
- (d) the website care plan provided by Launch Designs be approved at a cost of £50.00 per month which covers technical support and usage reports.

18/124 Consultation

RESOLVED that no comments be submitted to Southend Borough Council regarding the A127 The Bell junction improvements consultation.

18/125 Celebrations in 2020

The year 2020 marks many anniversaries throughout the district, Rochford District Council would like to create a Tourism Forum to deliver 'Discover 2020' and were looking for support.

RESOLVED that the Parish Council join the Tourism Forum for Discover 2020. Cllrs. G. Dryhurst and T. Flowers would represent the Parish Council at this forum.

18/126 Crime and Anti-Social Behaviour

A report was received.

18/127 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;
A report was received.
- (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.

18/128 Training and events

Cllrs. D. Catchpole and D. McCarthy requested permission to attend Election Day training.

RESOLVED that Cllrs. D. Catchpole and D. McCarthy be authorised to attend Election Day training on 29th November at a cost of £85.00 per delegate.

18/129 Items for next agenda

To consider the update on the Spacehive Crowdfunding project.

To consider creating either a Parish Plan or a Neighbourhood Plan.

18/130 Date of next meeting

The next Parish Council Meeting is on Monday 1st October 2018 at 7.30pm.

The meeting was closed at 9.15pm.

Chairman's Signature

Dated
1st October 2018