

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 on Monday 1st November 2021.

Present:	<u>Chairman:</u>	Cllr. D. Catchpole	<u>Vice Chairman:</u>	Cllr. D. McCarthy
	<u>Councillors:</u>	Cllr. D. Constable Cllr. P. Hennessy	Cllr. G. Dryhurst Cllr. S. Osborne	Cllr. S. Chittenden Cllr. T. Flowers
	<u>Officers:</u>	Karen Boyce, Parish Clerk		
	<u>District Councillors:</u>	None		
	<u>Members of press and public:</u>	None		

21/211 Apologies for Absence

Apologies were received from Cllr. C. Weston.

RESOLVED that the apologies be accepted.

Cllr. D. McCarthy arrived at 7.31pm

21/212 Minutes

RESOLVED that the minutes from the Parish Council Meeting held on the 5th October 2021 be approved as a correct record and signed by the Chairman.

RESOLVED that the minutes from the Extra-ordinary Meeting held on the 18th October 2021 be approved as a correct record and signed by the Chairman.

21/213 Progress Report

- 20/201 Cllr. D. Catchpole received a letter from BSR, which was discussed at the extra-ordinary meeting held on the 18.10.21. Members of the Council reviewed the letter received from BSR and agreed to move forward in principal on entering into a formal community benefit agreement. The Clerk replied to BSR on 19.10.21 to confirm the council's agreement.
- 21/014(c) The financial working group had produced a report on example bank accounts for the Council to consider transferring capital sums to. It was decided to open accounts with Santander, HSBC and Hampshire Trust Bank and to transfer £80,000 to each account.
- 21/019(i) The Clerk had received a reply from Talent on 05.10.21. Talent had visited the site but didn't get to meet anyone. Talent had left a written message and a voicemail message to arrange another site meeting. Talent has replied that he will update the Council in due course.
- 21/117 The Chairman wrote a letter to weave-a-web, regarding the misunderstanding of the payments.
- 21/137 The Clerk has paid for the defibrillator, some parts had arrived but there is a delay on some of the order.

21/214 Declaration of Interests and Dispensations

None declared.

21/215 Public participation session

None present.

21/216 District Councillor's Report

None present.

21/217 Co-option

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

21/218 Finance

Members received the schedule of payments for approval along with the bank reconciliation figures for September 2021. Cllr. S. Chittenden checked the Bank reconciliation figures for September.

RESOLVED that

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

HM Revenue & Customs	IBNOV21/1	£ 126.71
A&J Lighting Solutions	IBNOV21/2	£ 452.10
A&J Lighting Solutions	IBNOV21/3	£ 180.54
A&J Lighting Solutions	IBNOV21/4	£ 165.48
Constable Landscapes	IBNOV21/5	£ 148.00
Essex Pension Fund	IBNOV21/6	£ 342.36
J&P Prior	IBNOV21/7	£ 105.00
James Todd & Co	IBNOV21/8	£ 31.20
Weave a web	IBNOV21/9	£ 360.00
Weave a web	IBNOV21/10	£ 931.20

The payment below have been put on hold, until Council have ratified payment.

Weave-a-web	IBNOV21/11	£168.00
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- (b) The bank reconciliation figures for September 2021 be approved and accepted.
(c) The quarterly financial report for the period 1st July to 30th September 2021 be approved and accepted.
(d) The internal controls were reviewed and updated.
(e) It was considered to make a donation to Essex & Herts Air Ambulance for the sum of £150.00

Essex & Herts Air Ambulance	£150.00	100014
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- (f) Consideration was given into whether to make an additional donation of £150.00 to The British Legion for the poppy appeal this year. Also to purchase a wreath for Remembrance Day at a cost of £20.00.

The Royal British Legion Poppy Appeal	£170.00	100015
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21/219 Financial Working Group

The financial working group had produced a report on example bank accounts for the Council to consider moving capital sums into to avoid exposure to lose should Barclays Bank collapse.

RESOLVED that the Clerk is to open accounts with Santander, HSBC and Hampshire Trust Bank and to transfer £80,000 to each account.

Cllr. G. Dryhurst refrained from voting on opening an account with Hampshire Trust Bank.

21/220 Community defibrillator

It was noted that the defibrillator had been ordered, some had been delivered and awaiting delivery of the remainder of the order.

21/221 Planning

RESOLVED that

- (a) the minutes from the Planning Committee meeting held on 5th October 2021 be noted;
- (b) the list of applications determined by Rochford District Council in September 2021 be noted.

21/222 Essex Heritage Trust

It was considered to investigate whether the Parish Council has a project that requires additional funding, which the Essex Heritage Trust could contribute that meet their objectives

RESOLVED that the Clerk is to email them for further information.

21/223 Personal Safety

It was considered to purchase personal safety alarms for Councillors and staff.

RESOLVED that Cllr. D. Constable will look into costings and report for the December meeting.

21/224 Samsung Galaxy Tablets

Discussion took place on who to contact in regards to the 5 donated tablets from Essex CC and who would benefit from receiving these.

RESOLVED that Cllr. T. Flowers would benefit from receiving a tablet. Cllr. D. Constable was going to enquire with the Scout group and Cllr. D. McCarthy was going to enquire with U3A.

21/225 Ashingdon Solar Farm Ulverston Road

Consideration was given on whether to approach the present owners of the Ashingdon Solar Farm for a contribution towards upgrading the Parish lights on the Ashingdon Park Estate. (20 lights)

RESOLVED that the Clerk and Cllr. D. Constable are to liaise in producing a letter to be sent to the Solar Company.

21/226 Tree Survey

It was confirmed that the Tree Survey took place on the 28th October 2021, there was nothing urgent to be reported. Awaiting on the report to be sent through to the Clerk.

21/227 Ashingdon Roadside Verges

A report on costings was received from Cllr. G. Dryhurst on purchasing 10 shrubs and 2 cherry Trees.

RESOLVED that the Clerk is to order the 10 shrubs and 2 cherry trees, 1 cherry tree is to be ordered Immediately, to replace the memorial tree for the late Cllr. Norman Drayton-Thomas. The Clerk is to contact Essex County Council to inform them of the location of the tree we intend to place on the verges to ensure no underground services/utilities are in the vicinity.

21/228 Footpath sign post for: FP5, FP19, Roach Valley Way

An update was received from Cllr. G. Dryhurst. He has all the necessary equipment to now complete the task.

21/229 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.

21/230 Christmas Buffet

It was considered on whether to hold this year's Parish Christmas Buffet due to the current Covid 19 requirements.

RESOLVED that the Christmas Buffet was to go ahead on Friday 10th December 2021 subject to any Government Covid restrictions. Cllr. D. Catchpole is going to contact the Ashingdon Day Nursery and Ashingdon Primary School to see if the children would be attending.

21/231 Crime and Anti-Social Behaviour

No report received.

21/232 Reports from the representatives for outside committees

- (a) Ashingdon and East Hawkwell Memorial Hall – Cllr. S. Chittenden; Cllr. D. Catchpole; - Report received from Cllr. D. McCarthy.
- (b) Rochford Hundred Association of Local Councils – Cllr. D. Constable; AGM meeting was cancelled.
- (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 AGM 23.11.2021.

21/233 Training and Events

Cllr. D. McCarthy has requested permission to attend the Law & Procedures Course, on Wednesday 24th November 2021 at a cost of £90 + VAT per delegate.

RESOLVED that Cllr. D. McCarthy be authorised to attend the Law & Procedures Course, on Wednesday 24th November 2021 at a cost of £90 + VAT per delegate.

21/234 Items for next agenda

The registering of certain footpaths detailed by Cllr. Dryhurst. Cllr. Dryhurst to obtain the necessary documents and the committee to complete these for consideration by the council.

21/235 Date of next meeting

The next Parish Council Meeting is on Monday 6th December 2021 at 7.30pm.

The meeting was closed at: 21.28pm

Chairman's Signature

Dated
6th December 2021