

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 6th December 2021.

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

21/253 Apologies for Absence

Apologies were received from Cllr. C. Weston, Cllr. S. Osborne and Cllr. D. McCarthy

RESOLVED that the apologies be accepted.

21/254 Minutes

RESOLVED that the minutes from the Parish Council Meeting held on the 1st November 2021 be approved as a correct record and signed by the Chairman.

21/255 Progress Report

- 20/201 The Clerk received a reply from BSR dated the 5th November 2021 along with a community benefit agreement. The Council had some amendments that they wanted to make and have asked the Clerk to send an email with some changes they required.
- 21/019(i) The Clerk had re-emailed Talent on the 30.11.2021 to see if there were any updates on the Ulverston Road/Radnor Road. Awaiting a reply.
- 21/106(j) The Clerk informed the Council that she was still waiting a report on the tree survey. Council have asked the Clerk to telephone the Company to chase this up.
- 21/137 The Clerk informed the Council that the Community Defibrillator was now installed.
- 21/222 The Clerk had contacted The Essex Heritage Trust regarding a contribution to help towards upgrades to King George's Playing Field. Unfortunately this does not come under the Trusts Terms of reference. They suggested contacting the community initiative fund at EALC. Clerk has contacted EALC.
- 21/225 Consideration was given on whether to approach the owners of the Ashingdon Solar Farm for a contribution towards upgrading the Parish lights on the Ashingdon Park Estate (20 lights). The Clerk and Cllr. Constable are to liaise in producing a letter to be sent to the Solar Farm.

21/256 Declaration of Interests and Dispensations

None declared.

21/257 Public participation session

One present.

21/258 District Councillor's Report

None present.

21/259 **Co-option**

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

21/260 **Finance**

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

RESOLVED that

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

HM Revenue & Customs	IBDEC21/1	£ 126.71
Mr. D. Catchpole	IBDEC21/2	£ 209.48
EALC	IBDEC21/3	£ 84.00
EALC	IBDEC21/4	£ 84.00
EALC	IBDEC21/5	£ 108.00
EALC	IBDEC21/6	£ 108.00
EALC	IBDEC21/7	£ 108.00
EALC	IBDEC21/8	£ 24.00
EALC	IBDEC21/9	£ 108.00
J&P Prior	IBDEC21/10	£ 105.00
James Todd & Co	IBDEC21/11	£ 31.20
Essex Pension Fund	IBDEC21/12	£ 342.36
Mrs. K. Boyce	IBDEC21/13	£ 23.95
SLCC	IBDEC21/14	£ 171.00
Viking Direct	IBDEC21/15	£ 59.28
Viking Direct	IBDEC21/16	£ 44.81
Weave-a-web	IBDEC21/17	£ 168.00

- (b) The bank reconciliation figures for October 2021 be approved and accepted.
(c) It was noted that the Clerk had booked to attend the Budget & Precept Course online event on the 2nd December 2021 by EALC at a cost of £70 + VAT.
(d) It was noted that the Cllr. S. Osborne had booked to attend the Budget & Precept Course online event on the 2nd December 2021 by EALC at a cost of £70 + VAT.

21/261 **Parish Council Policies**

RESOLVED that

- (a) the Parish Council Document Retention and Disposal Policy be approved;
(b) the Parish Council Lone Worker Policy be approved;

21/262 **Planning**

RESOLVED that

- (a) the minutes from the Planning Committee meeting held on 1st November 2021 be noted;
(b) the minutes from the Planning Committee meeting held on 22nd November 2021 be noted;
(c) the list of applications determined by Rochford District Council in October 2021 be noted.
(d) A thank you letter was received from Essex & Herts Air Ambulance for the £150 donation, they received from Ashingdon Parish Council.

- 21/263** **Community defibrillator**
It was noted that the community defibrillator had now been installed.
- 21/264** **Personal Safety**
A report was received from Cllr. D. Constable, regarding prices and information on personal safety alarms.
- RESOLVED** that
- That the Clerk is to purchase 9 alarms. The Clerk is to email Cllr. S. Osborne, Cllr. C. Weston and Cllr. D. McCarthy to see if they would require one.
- To note that Cllr. G. Dryhurst refused to have one.
- 21/265** **Ashingdon Public Toilets**
The opening times for the Public toilets was discussed.
- RESOLVED** that the Public toilets will be open from 1st October – 31st March, daily from 9am until 3pm.
- The cleaning timetable for the Public Toilets was considered.
- RESOLVED** that the Public Toilets would be cleaned on a Monday, Wednesday and a Friday initially, with the view to increase if required.
- 21/266** **Radar Key**
Consideration was given for purchasing a Radar Key for use by the Clerk.
- RESOLVED** that the Council are is to purchase a Radar Key for the Clerk to use.
- 21/267** **Ashingdon Parish Room**
Consideration was given into the opening times of the Parish Rooms.
- RESOLVED** that the Parish rooms would be open for 2 hours a day Monday – Thursday, between the hours of 12.30pm – 14.30pm.
- 21/268** **BSR Energy**
A letter was reviewed that had been received from BSR Energy.
- RESOLVED** that the Clerk is to contact BSR Energy with some changes that need to be made to the community benefit agreement.
- 21/269** **Contact Details**
Members discussed on whether they would like their names and addresses to be publicised on the Council Noticeboards.
- RESOLVED** that a name and phone number is to be publicised but addresses to be removed.
- 21/270** **Highways/PROW/Environment/Transport/Street Lighting**
- (a) An update on transport was received from Cllr. G. Dryhurst.
 - (b) An update on Bridleway 43 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.
- 21/271** **Footpaths**
A report was received from Cllr. G. Dryhurst.
- 21/272** **Ashingdon Solar Farm**
Members discussed how to proceed on contacting Probail CIC.
- RESOLVED** that the Clerk and Cllr. D. Constable liaise in writing a letter to Probail CIC
- 21/273** **Crime and Anti-Social Behaviour**
No report received.

21/274 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. Catchpole.
- (b) Rochford Hundred Association of Local Councils – Cllr. D. Constable; AGM meeting was held on 18.11.2021.
- (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.

21/275 Training and Events

The Clerk had attended the Budget & Precept Course, on Thursday 2nd December 2021 at a cost of £70 + VAT per delegate.

Cllr. S Osborne had attended the Budget & Precept Course, on Thursday 2nd December 2021 at a cost of £70 + VAT per delegate

Cllr. P. Hennessy has requested permission to attend The Climate Crisis Conference, on Thursday 27th January 2022 at a cost of £50 + VAT per delegate.

RESOLVED that Cllr. P. Hennessy be authorised to attend The Climate Crisis Conference, on Thursday 27th January 2022 at a cost of £50 + VAT per delegate.

21/234 Items for next agenda

A Law & Procedures Report from Cllr. D. McCarthy.

21/235 Date of next meeting

The next Parish Council Meeting is on Monday 10th January 2022 at 7.30pm.

The meeting was closed at: 21.18pm

Chairman's Signature

Dated
10th January 2022