

ASHINGDON PARISH COUNCIL



Clerk to the Council:

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Members of the Council are hereby summoned to attend the Parish Council Meeting at Rochford Day Centre, Back Lane, Rochford on Tuesday 5th October 2021 at 7.30pm for the purpose of transacting the following business. Members of the press and public are welcome to attend.

Karen Boyce

Karen Boyce
Clerk to Ashingdon Parish Council

29th September 2021

AGENDA

1. **Apologies for Absence.**
2. **Minutes**
 - (a) Acceptance of minutes from the Parish Council Meeting dated 7th September 2021 (Appendix 1);
3. **Progress Report from the Clerk (Appendix 2).**
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 2021/22 budget (to be emailed over prior to the meeting);
 - (b) To approve the July 2021 bank reconciliation figures (Appendix 3);
 - (c) To approve the August 2021 bank reconciliation figures (Appendix 4);
 - (d) To confirm, that Cllr. D. McCarthy has claimed his allowance. To note that has come out of the general reserves.

Cllr. D. McCarthy

100013

£350.00

- (d) To note that the external audit for the year 2020/21 had been completed with a comments:

Stating that The AGAR has not been approved in accordance with the Accounts and Audit Regulations 2015: Section 2 was not signed by the Responsible Financial Officer before approval.

We note that the smaller authority did not comply with Regulation 15 of the Accounts and Audit Regulations 2015 as it failed to make proper provision during the year 2021/22 for the exercise of public rights, since the notice regarding the period for the exercise of public rights was not published before the start of the period. As a result, the smaller authority must answer 'No' to Assertion 4 of the Annual Governance Statement for 2021/22 and ensure that it makes proper provision for the exercise of public

rights during 2022/23.

The AGAR was not accurately completed before submission for review. The AGAR had to be sent back for amendment.

- (e) To receive a thank you from St Marks Food Drop In for the £100 donation they received from Ashingdon Parish Council. (Appendix 5).
- (f) To note the change of name of the Parish Councils Insurance Company from Came & Co to Gallagher (Appendix 6)

9. Financial Working Group

To receive a report from the financial working group, regarding:

- An investment Policy for members to consider adopting (Appendix 7)
- The Councils Bank Accounts (Appendix 8)

10. Health and Well Being Programme

To receive a report from Cllr D McCarthy on progress made to date, on the Health and Well Being programme. To discuss and resolve any matters arising from the report. (Appendix 9)

11. King George's Playing Field

Cllr. D. McCarthy wishes to discuss several items: (Appendix 10)

12. Clerks Appraisal

To note that the Clerk has had her personal Appraisal for 2021.

13. Community defibrillator

To note that the Community defibrillator has been ordered, this will be sent out once payment has been received.

14. Planning

- (a) To receive the minutes from the Planning Committee meeting held on 20th September 2021 (Appendix 11)
- (b) To receive a list of applications determined by Rochford District Council in September 2021 (Appendix 12)

15. Rochford District Council Budget Survey

To discuss the Rochford Budget Survey.

16. Memorial Plaque

To receive an update from Cllr. G. Dryhurst.

17. Tree Survey

To note the Clerk has contacted Place Services, just waiting on a date for the tree survey to be followed out.

18. Ashingdon Roadside Verges

To receive an update from Cllr. G. Dryhurst.

19. Footpath sign post for: FP5, FP19, Roach Valley Way

To receive an update from Cllr. G. Dryhurst.

20. 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.

21. Clifton Road/Rectory Avenue

The bend where Clifton becomes Rectory Avenue, Cllr. McCarthy would like to discuss signage to be put in place and maybe double yellow lines to be painted on the bend, as parked vehicles are causing an obstruction.

22. The Chase/Stambridge Road

Cllr. D. McCarthy would like to discuss road signage both of these roads cannot be seen by vehicles when travelling on Ashingdon Road.

23. Stambridge Fishing Project

To consider funding support to the Stambridge Fishing Project. To receive a report from Cllr. T. Flowers (Appendix 13)

24. Basketball frame and Backboard

To note that the broken basketball back board has been removed.

25. Events/Celebrations

To consider ways to commemorate the Queens Platinum Jubilee in 2022.

26. Crime and Anti-Social Behaviour.

To discuss recent incidents and issues.

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

- (a) Ashingdon and East Hawkwell Memorial Hall - Cllr. S. Chittenden; Cllr. D. McCarthy
- (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;

28. Training and Events

To consider any requests from officers or members for training:

EALC

September 2021- Restrictions depending courses will start to be run from the Training Room

Community Specials Briefing – Delivered on Zoom – Tuesday 5th October – FREE

Risk Assessment – Level 2 Certificated - Office – Wednesday 6th October - £110 + VAT per delegate

Highways Briefing – Multi Topic – Zoom – Thursday 7th October – TBA

Introduction to Planning Briefing – Wednesday 13th October - £70 + VAT per delegate

Chairman's Day 1 – EALC Office - FULL – Thursday 14th October - £90 + VAT per delegate

Councillor Training Day 1 – Saturday 16th October (New set added 15.07.21) - £100 + VAT per delegate

Health & Safety – Level 2 Certificated – Office- Wednesday 20th October - £110 + VAT per delegate

Standing Orders – Office – Thursday 21st October - £70 + VAT per delegate

Chairman's Day 1- Tuesday 2nd November (New set added 15.07.21) - £90 + VAT per delegate

Highways Winter Briefing – Zoom- Wednesday 3rd November – TBA

Fire Safety – Level 2 Certificated – Office – Thursday 4th November - £110 + VAT per delegate

Available budget 2021/22 – Training - £1090.00

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

30. The next Parish Council Meeting is on Monday 1st November 2021 at 7.30pm.