

ASHINGDON PARISH COUNCIL



Clerk to the Council:

Mrs Karen Boyce
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Members of the Council are hereby summoned to attend the Parish Council Meeting at Ashingdon Church Hall, Church Road, Ashingdon on Monday 7th February 2022 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

1st February 2022

AGENDA

1. Apologies for Absence.

To receive and approve any apologies for absence.

2. Minutes

Acceptance of Minutes from the Parish Council Meeting dated 10th January 2022

(Appendix 1)

Acceptance of Minutes from the online Extra-ordinary Meeting dated 13th January 2022

(Appendix 2)

3. Progress Report from the Clerk

(Appendix 3)

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(s).

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 before meeting)
- (b) To approve the December 2021 bank reconciliation figures (Appendix 4)
- (c) To note that the Clerk, under delegation with the Chairman, has had to renew the Annual McAfee Protection at a cost of £44.99 Total Protection for 2 years, for up to 5 devices. This was paid on the Parish Council's Debit card. (To be emailed before meeting).
- (d) To note the price increase from A&J Lighting Solutions for 2022. (Appendix 5)

9. Reserves

To consider any amendments required to the earmarked reserves (Appendix 6)

10. Planning

- (a) To receive the minutes from the Planning Committee meeting held on 10th January 2022 (Appendix 7)
- (b) To receive the minutes from the Planning Committee meeting held on 17th January 2022 (Appendix 8)
- (c) To receive a list of applications determined by Rochford District Council in January 2022. (Appendix 9)

11. Garden Maintenance Contract

To consider the report from the tender working group regarding the tenders for the contract to commence on 01.04.22 – 31.3.24 (Appendix 10).

12. BSR Energy

To receive any updates from BSR Energy.

13. Updating the Clerk's laptop

To consider updating the Clerks laptop to one of the Dell laptops, which was purchased for the Parish Rooms and using the Clerk's old laptop for the Parish Rooms.

14. Councillors to have own email addresses

To confirm if Cllr. T. Flowers and Cllr. D. McCarthy, require their own email address, which would be linked to the Parish Councils website. The cost would be £25.00 per year per Councillor, as a unique mailbox will be required for each Councillor.

15. Picnic Table for Queen's Platinum Jubilee

To consider and resolve the design of the picnic table and plaque to commemorate Queen Elizabeth II Platinum Jubilee. (Appendix 11)

16. Tree Survey

To consider the recommendations mentioned on the tree survey. (Previously circulated)

17. Highways/PROW/Environment/Transport/Street Lighting

- (a) To receive a transport update from Cllr. G. Dryhurst.

18. Ashingdon Parish Room & Public Toilet

To note the clarification information (previously circulated) re the Heads of Terms and resolve to re-sign. (Appendix 12)

19. Christmas Buffet

To receive an update on dates available.

20. Climate Crisis Conference

To receive a report from Cllr. P. Hennessy.

21. Crime and Anti-Social Behaviour.

To discuss recent incidents and issues.

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

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

23. Training and Events

To consider any training requirements:

EALC

Roles & Responsibilities – **New Course for 2022** - Tuesday 8th February - £70 per delegate + VAT

Understanding the Annual Meeting/Annual Report & Newsletter Course –Thursday 10th February – £90 per delegate + VAT

Councillor Training Day 1 - Modules 1 & 2 - Tuesday 22nd February - £90 per delegate + VAT

Councillor Next Steps – Day 1 Modules 1 & 2 – **New course for 2022** - Wednesday 23rd February – £90 per delegate + VAT

Introduction to Planning Briefing – Wednesday 23rd February – Delivered via Zoom - £70 per delegate + VAT

Facebook for Town & Parish Councils – Tuesday 1st March – Delivered via Zoom - £90 per delegate + VAT

Councillor Training Day 2 - Modules 3 & 4 – Tuesday 8th March - £90 per delegate + VAT

Councillor Next Steps Day 2 - Modules 3 & 4 – **New course for 2022** - Wednesday 9th March - £90 per delegate + VAT

Available budget 2020/21– Training - £460.00

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

25. The next Parish Council Meeting is on Monday 7th March 2022 at 7.30pm.