

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 4th April 2022.

Present: Chairman: Cllr. D. Catchpole Vice Chairman: Cllr. D. McCarthy
Councillors: Cllr. D. Constable Cllr. G. Dryhurst Cllr. S. Chittenden
Cllr. T. Flowers Cllr. S. Osborne Cllr. C. Weston

Officers: Karen Boyce, Parish Clerk

District Councillors: Three

Members of press and public: None

22/7 Apologies for Absence

Apologies were received from Cllr. P. Hennessy.

RESOLVED that the apologies be accepted.

22/8 Minutes

RESOLVED that the minutes from the Parish Council Meeting held on the 7th March 2022 be approved as a correct record and signed by the Chairman.

22/9 Progress Report

- 21/014(C) The Clerk had left a voicemail for someone to contact regarding opening an account with Santander. Awaiting a call back.
- 21/019(i) The Clerk has emailed the Chief Executive – Jonathan Stephenson, on the 4th April 2022, awaiting a reply.
- 21/083 The Clerk had contacted Cllr. L. Shaw, who advised that this application was on the LHP list but that it is a long process.
- 21/106(j) The Clerk produced a report for the recommendations that were hi-lighted on the tree survey. The council chose Company 'B', which was Tree Fella, to undertake the recommendations.
- 21/225 The Clerk had not received a reply from Venthams, so the council have asked for the letter that was produced to be sent to the Directors of Probail.
- 21/266 The Clerk was asked to purchase a Radar Key for use by the Clerk. The Clerk has not purchased as yet. The Clerk is awaiting a date for opening and then will purchase.
- 21/300 The Clerk has emailed Ashingdon Memorial Hall to confirm the date and time, which is Thursday 8th December 2022, from 12-3.30pm.
- 21/337 The Clerk has re-emailed Adam Aldridge at Rochford District Council on the 29th March 2022, to see if they would install 2 picnic benches to commemorate Queen Elizabeth II Platinum Jubilee. Awaiting a reply.
- 21/365 The Clerk was asked to email all members to see if they would amalgamate with other Parish Council's to investigate buying in training courses. Clerk received some replies, there was an interest in financial and planning training.

22/10 Declaration of Interests and Dispensations

None.

22/11 Public participation session

None present.

22/12 District Councillor's Report

Three present. Apologies were received from Cllr. Roger Constable.

A report was received from Cllr. Roger Constable.

22/13 Co-option

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

22/14 Finance

Members received the schedule of payments for approval along with the bank reconciliation figures for February 2022. Cllr. T. Flowers checked the Bank reconciliation figures for February.

RESOLVED that

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

HM Revenue & Custom	IBAPR22/1	£ 237.89
A&J Lighting Solutions	IBAPR22/2	£ 452.10
A&J Lighting Solutions	IBAPR22/3	£ 5559.42
Constable Maintenance	IBAPR22/4	£ 148.00
Constable Maintenance	IBAPR22/5	£ 218.73
E.A.L.C.	IBAPR22/6	£ 710.27
Essex Pension Fund	IBAPR22/7	£ 415.33
J&P Prior	IBAPR22/8	£ 105.00
Rayleigh Town Council	IBAPR22/9	£ 56.00
Rochford District Council	IBAPR22/10	£ 5749.20
St. Andrew's Church Hall	IBAPR22/11	£ 32.50
Weaveaweb	IBAPR22/12	£ 168.00
James Todd & Co	IBAPR22/13	£ 31.20

- (b) The bank reconciliation figures for February 2022 be approved and accepted.
- (c) A thank you note had been received from The Lunch Bunch – Elim Church for the £500 donation they had received from Ashingdon Parish Council.
- (d) A thank you note had been received from Memory Lane Cafe for the £300 donation they had received from Ashingdon Parish Council.
- (e) It was approved that the Chairman Cllr. D. Catchpole and 1 guest attend The Rayleigh Town Council Chairman's dinner at a cost of £28 per person.

22/15 Planning

RESOLVED that

- (a) the minutes from the Planning Committee meeting held on 7th March 2022 be noted;
- (b) the list of applications determined by Rochford District Council in March 2022 be noted.

22/16 Gate Locking

Two quotes had been received for the unlocking/locking of the entrance/exit gates at the car park at Ashingdon & East Hawkwell Memorial Hall.

RESOLVED that members decided to ask the Clerk to re-approach the companies and ask if later times are available for locking and to quote for the later time.

22/17

Recommendations from the tree survey

Three quotes had been received to undertake the recommendations detailed in the recent tree survey.

RESOLVED that members decided to go with the quote from Company B – Tree Fella at a cost of £768.00 + VAT to carry out the recommendations required from the tree survey.

22/18

Highways/PROW/Environment/Transport/Street Lighting

- (a) A transport report was received from Cllr. Dryhurst..
- (b) An update was received from Cllr. D. Constable.

22/19

Memorial Plaque for Cllr. Norman Drayton-Thomas

It was discussed that the memorial plaque for Cllr. Norman - Drayton had been repaired. Also discussed was the purchasing of the new memorial tree.

RESOLVED that Cllr. G. Dryhurst is going to purchase the tree.

22/20

Jubilee Party

Members decided to not organise a Jubilee Tea Party.

22/21

Upgrade Parish Council Street Lights

Members decided to upgrade 20 street lights at the Budget and Precept meeting in November. 14 of these lights had been replaced along Lower Road. However the remaining 6 the council were advised by the Contractors would need to hire traffic lights for them to be replaced, for the safety of their staff. This would be at a cost of £1250.00, which will cover 2 operatives, plus the hire of the equipment and the required permits.

RESOLVED that the Clerk is to contact the Contractors, to ask for them to go ahead with the hiring of the traffic lights and to finish upgrading the street lights in Lower Road to LED lights.

22/22

Ashingdon Park Solar Farm

Members considered sending a copy of the letter that was sent to Venthams dated 27th January 2022, to the addresses of Pobail Ltd as listed at Companies House.

RESOLVED that the Clerk is now to send letters to Pobail Ltd as listed at Companies House.

22/23

Crime and Anti-Social Behaviour

No report received.

22/24

Reports from the representatives for outside committees

- (a) Ashingdon and East Hawkwell Memorial Hall – Cllr. S. Chittenden; - Report received from Cllr D. McCarthy.
- (b) Rochford Hundred Association of Local Councils – Cllr. D. Constable; Meeting on 21.04.22
- (c) Local Community Meeting – Cllr. T. Flowers; No meeting.
- (d) RSPB Local Liaison Group – Cllr. G. Dryhurst Report received.
- (e) River Crouch Coastal Community Team Stakeholder Event – Cllr. G. Dryhurst Report received.

22/25

Training and Events

Cllr. S. Osborne had requested permission to attend the Twitter for Town & Parish Councils online event on Tuesday 10th May 2022 by EALC at a cost of £70.00 + VAT per delegate.

RESOLVED that Cllr. S. Osborne be authorised to attend the online event on Tuesday 10th May 2022 by EALC, at a cost of £70.00 + VAT per delegate.

22/26 Exclusion of Press and Public

RESOLVED that the Parish Council exclude the press and public from the remainder of the meeting due to confidential business under the Public Bodies (Admissions to Meetings) Act 1960, s.1 (2)

21/27 Operation London Bridge

A report was received and discussed.

21/28 Date of next meeting

The next Annual Parish Council Meeting is on Monday 9th May 2022 at 7.30pm.

The meeting was closed at: 20.40pm

Chairman's Signature

Dated
9th May 2022