

ASHINGDON PARISH COUNCIL



Clerk to the Council:

Mrs Karen Boyce
4 Warwick Drive
Rochford
Essex
SS4 1HP

Tel: 07950 947731

Email: ashingdonparishcouncil@outlook.com

Members of the Council are hereby summoned to attend the Parish Council Meeting at, Ashingdon Church Hall, Church Road, Ashingdon on Monday 3rd October 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

27th September 2022

AGENDA

1. **Apologies for Absence.**
2. **Minutes**
 - (a) Acceptance of minutes from the Parish Council Meeting dated 5th September 2022 (Appendix 1);
3. **Progress Report from the Clerk (Appendix 2).**

Please see (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 and one vacancy in Ashingdon (west) – (this ward is in the Hockley area).
8. **Finance**
 - (a) To approve payments/cheques for signature in accordance with the 2022/23 budget (to be circulated at the meeting);
 - (b) To approve the Aug 2022 bank reconciliation figures (appendix 3 and 3A);
 - (d) To note that the external audit for the year 2021/22 had been completed with a comment:

Stating that The smaller authority has disclosed that it made proper provision during the year 2021/22 for the exercise of public rights, by answering 'Yes' to Section 1, Assertion 4. However, as was reported last year, we are aware that it failed to do this and therefore should have answered 'No' to this assertion. It has also disclosed that it took appropriate action on all matters raised in reports from internal and external audit, by answering 'Yes' to Section 1, Assertion 7, which on the basis of the above, is not correct.
 - (e) To consider making a donation to Essex and Herts Air Ambulance (Appendix 4).
 - (f) To consider the costings for a new Street Light Supply Contract (To be circulated at the meeting).
 - (g) To consider giving an additional donation to the British Legion for the poppy appeal.
9. **Constitution**
 - (a) To accept the resignation of Cllr. S. Chittenden as representative for the following committee
Ashingdon & East Hawkwell Memorial Hall Committee.

- (b) To appoint a new representative for members to outside committees
Ashingdon & East Hawkwell Memorial Hall Committee.

10. Grant Applications/Donations

- (a) To consider the application of £1000.00 from Ashingdon & East Hawkwell Memorial Hall towards the cost of updating the hand basin units, taps and basins in the Ladies washroom (Appendix 5);
Available budget - £5000.00

11. Planning

- (a) To consider and make comments on the following applications:
 - (i) Application No: 22/00741/FUL
Applicant: P and P Property Preservation – Mr P Lunn
Proposal: Proposed vehicular crossover and driveway
Location: 370 Ashingdon Road, Ashingdon, Essex SS4 3EB
 - (ii) Application No: 22/00866/FUL
Applicant: Mr & Mrs. J. Marchant
Proposal: Single storey front and side extension
Location: 43 Malvern Road, Hockley, Essex SS5 5HZ
 - (iii) Application No: 22/00761/FUL
Applicant: T J Cottis – Mr Jedd Cottis
Proposal: Sub-divide plot, demolish existing structure and construct two no. three bedroom bungalows, both with detached double garages each with private driveways.
Location: Land at Junction of Ethelbert and Ulverston Road, Rochford, Essex
 - (iv) Application No: 22/00876/FUL
Applicant: Mr James Thomas
Proposal: Proposed part single/part two storey extensions, front and rear dormers, including internal alterations.
Location: 41 Harrogate Road, Hockley, Essex SS5 5HT
- (b) To receive a list of applications determined by Rochford District Council in September 2022 (Appendix 6)

12. Parish Council Policies

- (a) To agree the Parish Council Protocol's at Parish Council meetings (previously circulated).

13. Rochford District Council Budget Survey

To discuss the Rochford Budget Survey.

14. Response of the Rising Cost of living in our Community

Cllr. D. McCarthy would like to discuss how we as a Parish Council could best support our community

15. 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.

16. Christmas Buffet

To discuss and resolve any arrangements that are needed for the event.

17. Crime and Anti-Social Behaviour.

To discuss recent incidents and issues.

18. 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;

19. Training and Events

To consider any requests from officers or members for training:

EALC

First Aid Level 3, inc cost of Exam paper & Book – Office – Thursday 6th October - £150 + VAT per delegate

Councillor Training Day 1 Modules 1 & 2 – Office - Saturday 9th October - £100 + VAT per delegate

Introduction to Planning Briefing – Office – Wednesday 12th October - £70 + VAT per delegate

Code of Conduct – Office - Thursday 13th October - £70 + VAT per delegate

Funding & Applications Course – Delivered on Zoom – Thursday 20th October - £70 + VAT per delegate

Councillor Training Day 2 Modules 3 & 4 – Office – Saturday 29th October - £100 + VAT per delegate

Budget & Precept Course – Zoom – Thursday 3rd November - £70 + VAT per delegate

Councillor Training Day 1 Modules 1 & 2 – Office – Thursday 17th November - £90 + VAT per delegate

Councillor Training Day 2 Modules 3 & 4 – Office – Tuesday 29th November - £90 + VAT per delegate

Advanced Councillor Training – The Next Steps Day 1-Office - Tuesday 6th December - £90+VAT per delegate

Advanced Councillor Training – The Next Steps Day 2-Office – Tuesday 13th December - £90+VAT per delegate

Available budget 2022/23 – Training - £1160.00

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

21. The next Parish Council Meeting is on Monday 7th November 2022 at 7.30pm.