

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 3rd October 2022.

Present: Chairman: Cllr. D. Catchpole Vice Chairman: Cllr. D. Constable
Councillors: Cllr. T. Flowers Cllr. D. McCarthy Cllr. S. Chittenden
Cllr. P. Hennessy Cllr. G. Dryhurst
Officers: Karen Boyce, Parish Clerk
District Councillors: Cllr. R. Constable, Cllr. L. Shaw & Cllr. M. Carter sent their apologies.
Members of press and public: One

A minutes silence was held in memory of Queen Elizabeth II.

22/146 Apologies for Absence

Apologies were received from Cllr. S. Osborne

RESOLVED that the apologies be accepted.

22/147 Minutes

- (a) **RESOLVED** that the minutes from the Parish Council Meeting held on the 5th September 2022 be approved as a correct record and signed by the Chairman.

22/148 Progress Report

- 20/59 The Clerk had been in contact with BTMK Todmans, who are acting for the Council over the Lease for the Parish Rooms. The Clerk was advised to find a Solicitor for the signing of the Tenants Declaration.
- 21/014(c) The Clerk has now transferred £80,000 to Hampshire Trust Bank, which is a 3 year Business Bond.
- 21/225 The Clerk has now received a price from the Street light Contractor for replacing the lights on the Ashingdon Park Estate. The Clerk is to forward these to Pobail.
- 21/337 The Clerk was advised that an installation date for the 2 x picnic benches would be within the next 2 weeks, this was on the 16.09.22. The Clerk was updated at meeting that the picnic benches had been installed on the 03.10.2022.
- 22/53 The Clerk advised members that she is awaiting a date for commencement of the work to be carried out. The Clerk said she would give the company a call.
- 22/82 The Clerk is still trying to organise a meeting, where the time, date and place is suitable for everyone.
- 22/83 The Garden Maintenance contractor confirmed that the 16 shrubs had been planted on the 27.09.2022
- 22/126 The Clerk confirmed that she had now transferred another £5,000.00 into the Unity Trust Bank. Also that she is still to open a Bank Account with Lloyds Bank.
- 22/133 The Clerk advised members that the signing of the lease for the Parish Rooms and Public conveniences had to be sworn by a different Solicitor. This was sworn on 30.09.2022 by Rudds Solicitors in Rayleigh.
- 22/21 The Clerk had spoken to the contractor regarding the 6 lights still to be upgraded on Lower Road, the contractor was still having problems getting the relevant permits from ECC. Clerk was going to chase.

22/149 **Declaration of Interests and Dispensations**

Cllr. D. Catchpole, Cllr. G. Dryhurst and Cllr. D. McCarthy declared a pecuniary interest in item 10 as they are Trustees for Ashingdon & East Hawkwell Memorial Hall, they took no part in the discussion or decision of that item.

Cllr. D. Catchpole declared a non-pecuniary interest in item 9 as he is a Trustee for Ashingdon & East Hawkwell Memorial Hall, he took no part in the discussion or decision of that item.

22/150 **Public participation session**

One present.

22/151 **District Councillor's Report**

Apologies were received from Cllr. Roger Constable, Cllr. L. Shaw and Cllr. M. Carter

A report was received from Cllr. D. Belton.

22/152 **Co-option**

There are two vacancies in Ashingdon ward and one in Ashingdon West (this ward is in the Hockley area) one candidate was present to observe the meeting.

Mr. Declan. Lynn, has attended two previous meetings and has shown an interest into being co-opted onto the Council. Mr. Lynn had completed all stages of the Council's co-option policy and had reached the voting stage. Mr. Declan Lynn left the room at 8.00pm. Mr. Declan Lynn returned to meeting at 8.06pm.

RESOLVED that Mr. D. Lynn be co-opted onto the Council. Mr. D. Lynn meeting the requirements of eligibility for becoming a Parish Councillor for Ashingdon ward.

22/153 **Finance**

Members received the schedule of payments for approval along with the bank reconciliation figures for August 2022. Cllr. G. Dryhurst had checked the bank reconciliation figures.

RESOLVED that

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

HM Revenue & Customs	IBOCT22/1	£110.53
A&J Lighting Solutions	IBOCT22/2	£452.10
Essex Country Gardens	IBOCT22/3	£248.70
Essex Country Gardens	IBOCT22/4	£250.00
Essex Pension Fund	IBOCT22/5	£348.44
J & P Prior	IBOCT22/6	£125.00
James Todd & Co	IBOCT22/7	£ 31.20
Mrs Karen Boyce	IBOCT22/8	£ 12.00
PKF Littlejohn LLP	IBOCT22/9	£ 480.00
Weave a web	IBOCT22/10	£ 168.00

(b) The bank reconciliation figures for August 2022 be approved and accepted

(d) It was noted that the external audit for the year 2020/21 had been completed with the following comments:

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) It was considered to make a donation to Essex & Herts Air Ambulance for the sum of £200.00

Essex & Herts Air Ambulance	£200.00	100030
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- (f) Costings for a new Street Light Supply Contract have had to be deferred to November meeting, as the Clerk had not received a new contract.
- (g) It was considered to make a donation to The Royal British Legion Poppy Appeal for the sum of £150.00. Also to purchase a wreath for Remembrance Day at a cost of £20.00.

The Royal British Legion Poppy Appeal	£170.00	100029
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22/154 Constitution

- (a) Cllr. S. Chittenden had resigned as representative for the following committee: Ashingdon & East Hawkwell Memorial Hall Committee.
- (b) A new representative has not yet been appointed for the following committee: Ashingdon & East Hawkwell Memorial Hall Committee.

22/155 Grant Applications/Donations

RESOLVED that

- (a) The Grant application for Ashingdon & East Hawkwell Memorial Hall for £1000.00 to help towards upgrading the basins, taps and units in the ladies toilets, was granted.

Ashingdon & East Hawkwell Mem.Hall	100031	£1000.00
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LGA 1972, S.137

22/156 Planning

- (a) **RESOLVED** that the District Council be informed of the comments as set out below the following applications:-

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| (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 |
| | No Objection | |
| (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 |
| | No Objection | |
| (iii) | Application No: | 22/00761/FUL |
| | Applicant: | T J Cottis – Mr Jedd Cottis |
| | Proposal: | Sud-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 |
| | Objection | Development on Green Belt. Will be destroying natural habitat. The proposed building is bigger than the original footprint. |
| (iv) | Application No: | 22/00876/FUL |
| | Applicant: | Mr James Thomas |
| | Proposal: | Proposed part single/part storey extensions, front and rear dormers, including internal alterations. |
| | Location: | 41 Harrogate Road, Hockley, Essex SS5 5HT |
| | No Objection | |

- (b) the list of applications determined by Rochford District Council in September 2022 be noted.

22/157 Parish Council Policies

RESOLVED that

- (a) the Parish Council Protocol's at Parish Council meetings be approved;

22/158 Rochford District Council Budget Survey

RESOLVED that this would be added to the November Agenda.

22/159 Response of the Rising Cost of living in our Community

An update was received from Cllr. D. McCarthy.

22/160 Highways/PROW/Environment/Transport/Street Lighting

- (a) A transport report was received from Cllr. Dryhurst.
- (b) A report was received regarding the community hub/toilets at King George's Field

22/161 Christmas Buffet

- (a) The Council had agreed that the Beneficiary of the Raffle in December 2022 will be St. Mark's Drop In and Hawkwell Baptist Church Food Bank.
- (b) The Council will discuss further arrangements at the November meeting.

22/162 Crime and Anti-social Behaviour

No report received.

22/163 Reports from the representatives for outside committees

- (a) Ashingdon and East Hawkwell Memorial Hall – Cllr. D. McCarthy;
Report received.
- (b) Rochford Hundred Association of Local Councils – Cllr. D. Constable;
No meeting.
- (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 Meeting on 29.11.22.

22/164 Items for next Agenda

Mural for the outside of the New Parish rooms.
Cost of living update.

22/165 Date of next meeting

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

The meeting was closed at: 21.30pm

Chairman's Signature

Dated
7th November 2022