

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 5th December 2022.

Present:	<u>Chairman:</u>	Cllr. D. Catchpole	<u>Vice Chairman:</u>	Cllr. D. Constable
	<u>Councillors:</u>	Cllr. G. Dryhurst Cllr. P. Hennessy	Cllr. S. Chittenden Cllr. S. Osborne	
	<u>Officers:</u>	Karen Boyce, Parish Clerk		
	<u>District Councillors:</u>	Cllr. M. Carter.		
		Cllr. R. Constable & Cllr. D. Belton sent their apologies.		
	<u>Members of press and public:</u>	None		

22/198 Apologies for Absence

Apologies were received from Cllr. T. Flowers, Cllr. D. McCarthy and Cllr. D. Lynn.

RESOLVED that the apologies be accepted.

22/199 Minutes

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

22/200 Progress Report

- 21/014(c) The Clerk also said that she has been trying to speak to Lloyds about opening another bank account, if not she will try HSBC as originally suggested. The Clerk will look into this in the New Year.
- 21/225 The Clerk has now sent off an application form to Pobail asking for a contribution to upgrade 20 Parish lights on the Ashingdon Park Estate. Awaiting a reply.
- 21/337 The Clerk informed members that the plaques had now been added to the picnic tables.
- 22/16 The Clerk advised members that the repairs on the gates at the King George's playing field had been carried out and the gate locking will commence on the evening of Monday 7th November 2022.
- 22/53 The Clerk had phoned Mr. Chapman. Mr Chapman had said that this is on his list of jobs to be done. Clerk was asked to phone again.
- 22/83 The Clerk confirmed that 16 shrubs and the memorial tree had now been planted. The Clerk also confirmed that the protection around the tree had now been installed.
- 22/126 The Clerk confirmed that she had issues with opening the bank account with Lloyds Bank online, going to look into this in the New Year.
- 22/133 The Clerk has re-emailed BTMK Todman for an update on the 29.11.2022. The Clerk had delivered the signed documents "By Hand" on the 13.11.2022. BTMK had replied to say that they were waiting on Rochford District Council. Rochford District Council emailed the Clerk, to ask what the hold up was.
- 22/178 The Clerk was asked to contact the Assets Department at Rochford District Council – Darren McLoughlin to seek permission on whether we could have a Mural painted onto the outside of the new Parish Rooms, although it is thought that the terms of the lease prohibits this. Awaiting a reply.
- 22/180 The Clerk was asked to check what sponsorship can be made without the General Power of Competence. The Clerk is going to contact EALC to ask advise.

22/201 Declaration of Interests and Dispensations

None.

22/202 Public participation session

None present.

22/203 District Councillor's Report

Cllr. M. Carter was in attendance.

Apologies were received from Cllr. Roger Constable and Cllr. D. Belton

A written report was received from Cllr. R. Constable and Cllr. D. Belton

22/204 Co-option

There is one vacancy in Ashingdon ward and one in Ashingdon West (this ward is in the Hockley area) no candidates were present to observe the meeting.

22/205 Finance

Members received the schedule of payments for approval along with the bank reconciliation figures for October 2022. Cllr. P. Hennessy had checked the bank reconciliation figures. The new pay scales had been approved.

RESOLVED that

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

HM Revenue & Customs	IBDEC22/1	£ 412.64
A&J Lighting Solutions	IBDEC22/2	£ 594.00
Cam Facilities Ltd	IBDEC22/3	£ 678.07
Mr. D. Catchpole	IBDEC22/4	£ 350.38
Essex Country Gardens	IBDEC22/5	£ 190.00
Essex Country Gardens	IBDEC22/6	£ 248.70
Essex Pension Fund	IBDEC22/7	£ 548.11
J & P Prior	IBDEC22/8	£ 105.00
James Todd & Co	IBDEC22/9	£ 31.20
Mrs. K. Boyce	IBDEC22/10	£ 200.50
National Ass. Of Local Council	IBDEC22/11	£ 51.71
St. Andrew's Church Hall Fund	IBDEC22/12	£ 26.00
Weave a web	IBDEC22/13	£ 168.00
Viking Direct	IBDEC22/14	£ 510.23

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

(c) The new pay scales that had been released were approved.

22/206 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: | 22/01037/LDC |
| | Applicant: | Mr Steve Wrieden |
| | Proposal: | Application for a certificate of lawfulness for existing use of land to the west of Woodville used as extension of domestic garden to Woodville. |

	Location: Objection	Woodville Cavendish Road Hockley Essex There is no proof that this land is registered with the Land registry in Mr. Wrieden.
(ii)	Application No: Applicant: Proposal: Location: No Objection	22/01109/FUL Mr and Mrs G Jacobs Construct new roof to form new bedroom accommodation with balconies to the rear and extension to the first floor front bedroom. Deau Ville, 219 Rectory Avenue Ashingdon Essex As long as balconies do not overlook adjoining neighbours Property.
(iii)	Application No: Applicant: Proposal: Location: Objection	22/00891/FUL Mr Mark Snr. And Mark Jnr. Chittenden Erection of 3 no. three bedroom bungalows (in lieu of prior approval application ref:22/00333/DPDP3M, undetermined by the Authority) Alexanders Farm Lower Road Hockley Essex The application states the site is 575M from the nearest bus stop. However, there is no continuous footpath from the site to the bus stop. Residents will be walking on the highway regularly used by HGV's. Documents 304648 and 3040649 do not show clear sight lines when exiting the site. The existing access to and from the site is concealed and not visible to drivers using Lower Road. The application shows no changes will be made to the access. The access is too narrow for 2 vehicles to pass. Document 3048964 shows encroachment into green belt land, The new development will have a larger footprint. This section of road floods after heavy rain. A larger footprint of hard landscaping will exacerbate the situation. Refuse collection – the application does not show where bins can be left for safe collection. There is no footpath or open space to the front of the site bordering the highway.

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

22/207 Parish Council Policies

RESOLVED that

- (a) the Document Retention and Disposal Policy be approved;
- (b) the Lone Working Policy be approved;

22/208 Gate Locking

Members received a letter regarding the cover for locking/unlocking the gates at Ashingdon & East Hawkwell Memorial ground over the Christmas period.

RESOLVED that the cover required was the same as originally approved in the contract of 365 days a year.

22/209 Budget & Precept for 2023/24

The proposed budget for 2023/24 was £134,291. The Clerk advised that this was a high increase in the Precept and suggested that a sum of £15,000 of the General reserves be used to bring down the precept requirement.

RESOLVED that members decided to use £17,000 from the General Reserves to the 23/24 budget, this will then be a more modest increase of 6.15%.

Cllr. G. Dryhurst abstained from this decision

22/210 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

22/211 Crime and Anti-social Behaviour

No report received.

22/212

Reports from the representatives for outside committees

- (a) Ashingdon and East Hawkwell Memorial Hall – Cllr. P. Hennessy;
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
Report received.
- (e) River Crouch Coastal Community Team Stakeholder Event – Cllr. G. Dryhurst
Report received.

22/213

Training and Events

Cllr. S. Osborne had requested permission to attend the NALC online event: LOCAL COUNCILS AND COMMUNITY ENGAGEMENT event on Monday 23rd January 2023 at a cost of £38.50 + VAT.

RESOLVED that Cllr. S. Osborne be authorised to attend the NALC online event: LOCAL COUNCILS AND COMMUNITY ENGAGEMENT event on Monday 23rd January 2023 at a cost of £38.50 + VAT.

The Clerk had requested permission to attend the Evening Election Online Briefing event on Thursday 26th January 2023 at a cost to be arranged.

RESOLVED that the Clerk be authorised to attend the Evening Election Online Briefing event on Thursday 26th January 2023 at a cost to be arranged.

Cllr. D. Catchpole had requested permission to attend the Online Council Finance Course on Thursday 2nd February 2023 at a cost to be arranged.

RESOLVED that Cllr. D. Catchpole be authorised to attend the Online Council Finance Course on Thursday 2nd February 2023 at a cost to be arranged.

Cllr. D. McCarthy had requested permission to attend the Risk Assessment- Level 2 Course on Thursday 4th May 2023 at a cost to be arranged.

RESOLVED that Cllr. D. McCarthy be authorised to attend the Risk Assessment- Level 2 Course on Thursday 4th May 2023 at a cost to be arranged.

22/214

Items for the next agenda

St. Thomas Road Car Park
Trees and Benches at King George's Playing Field

22/215

Date of next meeting

The next Parish Council Meeting is on Monday 9th January 2023 at 7.30pm.

The meeting was closed at: 20:20pm

Chairman's Signature

Dated
9th January 2023