

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 July 2023 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

26th June 2023

AGENDA

1. **Apologies for Absence.**
2. **Minutes**
 - (a) Acceptance of minutes from the Parish Council Meeting dated 5th June 2023 (Appendix 1);
3. **Progress Report from the Clerk (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. **General Power of Competence**
To resolve that Ashingdon Parish Council meets the criteria specified in paragraph 2 of the Parish Councils (General Power of Competence) (Prescribed Conditions) order 2012 and resolves in accordance with section 1 to adopt this power.

Ashingdon Parish Council meets the criteria specified:
 - Clerk is qualified and has passed the General Power of Competence Module, whilst sitting CiLCA.
 - Two thirds of members elected at last ordinary election.
8. **Co-option**
To consider co-opting any interested candidates onto the Parish Council to fill three vacancies, one in Ashingdon ward and two in Ashingdon (south west) - (this ward is in the Hockley area).
9. **Finance**
 - (a) To approve payments/cheques for signature in accordance with the 2023/24 budget (to be circulated at the meeting);
 - (b) To approve the May 2023 reconciliation figures (Appendix 3);
 - (c) To confirm, which Councillors will be claiming allowances
Available Budget - £3850.00
 - (d) To review and approve the quarterly financial report for the period 1st April 2023 to 30th June 2023 (Appendix 4)
 - (e) To approve two of the authorised signatories be authorised to sign cheques/payments during the recess period;
 - (f) To approve the delegation of power to the Clerk in consultation with the Chairman relating to emergency action required during the recess period.

- (g) To consider and agree the Street Light Agreement from A&J Lighting Solutions from 01.08.2023 – 31.07.2028. (Appendix 5)

10. Flowerbeds outside the Memorial Hall

At the Budget & Precept meeting in November, it was discussed to purchase 2 tonne bags of bark for the flowerbeds outside the Memorial Hall, which would help suppress the weeds. This cost would come out of Budget code 4205 – Verge Maintenance. Members to decide if they would like the Clerk to purchase the bark and the Garden Maintenance contractor, would lay the bark.
Available budget - £2754.00 (Quote to follow).

11. Planning

- (a) To consider and make comments on the following applications:

- (i) Application No: 23/00458/FUL
Applicant: Mrs Julie Coman
Proposal: Erection of an exercise arena for ponies.
Location: Stables at Land rear of Greenways, Lyndhurst Road, Rochford
- (ii) Application No: 23/00499/FUL
Applicant: Mr Kevin Body
Proposal: Erect single storey rear extension and proposed loft conversion with front and rear dormers.
Location: 12, Harrogate Road, Hockley, Essex SS5 5HT.
- (iii) Application No: 23/00506/FUL
Applicant: Mr G Cole
Proposal: Revised application for the proposed alterations to existing roof and addition of external wall insulation to the entire property to improve thermal efficiency.
Location: Belle Lodge, Lower Road, Hockley, Essex.
- (iv) Application No: 23/00488/FUL
Applicant: Mrs Nicola Chipper
Proposal: Replace 2 x existing dilapidated sheds with a 20ft storage container and create 2 x car parking spaces to the front.
Location: Land adjacent 32, St. Thomas Road, South Fambridge, Rochford.
- (v) Application No: 23/00487/FUL
Applicant: Mr & Mrs Steve & Sarah Williams
Proposal: Proposed single storey extension to existing detached garage (sun room) and use remaining garage as storage.
Location: 14 Ashingdon Heights, Ashingdon, Essex. SS4 2TH.

- (b) To receive a list of applications determined by Rochford District Council in June 2023 (Appendix 6)

12. Memorial Plaque for Norman Drayton-Thomas

To discuss the damage to the memorial plaque at the park and to decide a way forward.

13. Play Area

- (a) To consider the RoSPA Report (Appendix 7).

14. Proposed secondary back up procedure of our IT systems

To discuss the report from Cllr. D. Catchpole. (previously circulated)

15. St Thomas Road Car Park Signage

To receive a report from Cllr. D. Lynn. (Report to follow).

16. 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.

17. Upgrade of street Lights on the Ashingdon Park Estate

To discuss the upgrade to the lighting on the Ashingdon Park Estate.

18. Crime and Anti-Social Behaviour.

To discuss recent incidents and issues.

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

- (a) Ashingdon and East Hawkwell Memorial Hall - Cllr. P. Hennessy
- (b) Rochford Hundred Association of Local Councils - Cllr. D. Constable;
- (c) RSPB Local Liaison Group – Cllr. G. Dryhurst;
- (d) River Crouch Coastal Community Team - Cllr. G. Dryhurst;

20. Training and Events

To consider any requests from officers or members for training:

EALC

ICCM – Garden of Remembrance Course – Office – Thursday 6th July - £95 + VAT per delegate
Councillor Training Evening Module 1 – Zoom – Thursday 6th July - £300 + VAT per delegate (for all 4 modules)
Councillor Training Day 1 – Modules 1&2 - Office - Wednesday 12th July - £95 + VAT per delegate
Councillor Training Evening Module 2 – Zoom- Thursday 13th July - £300 + VAT per delegate (for all 4 modules)
Councillor Training Day 1 – Modules 1&2 - Office - Saturday 15th July - £120 + VAT per delegate
Understanding Neighbourhood Plans – Office – Wednesday 19th July - £95 + VAT per delegate
Councillor Training Evening Module 3 – Zoom- Thursday 20th July - £300 + VAT per delegate (for all 4 modules)
Councillor Training Day 2 – Modules 3&4 – Office - Saturday 22nd July - £120 + VAT per delegate
Function of Committees & delegated powers – Office – Tuesday 25th July - £75 + VAT per delegate
Councillor Training Day 2 – Modules 3&4 – Office - Wednesday 26th July - £95 + VAT per delegate
Councillor Training Evening Module 4 – Zoom- Thursday 27th July - £300 + VAT per delegate (for all 4 module)
Councillor Training Day 1 - Modules 1&2 – Office - Saturday 2nd September - £120 + VAT per delegate
Councillor Training Day 2 - Modules 3&4 – Office – Saturday 16th September - £120 + VAT per delegate
EALC 79th AGM & Conferences – Thursday 21st September – FREE

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

22. The next Parish Council Meeting is on Monday 4th September 2023 at 7.30pm.

