

ASHINGDON PARISH COUNCIL



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Members of the Council are hereby summoned to attend the Parish Council Meeting at, Ashingdon Parish Office, The Cricket Pavilion, King George V Playing Field, Ashingdon Road, Ashingdon on Monday 6th November 2023 at 7.30pm for the purpose of transacting the following business. Members of the press and public are welcome to attend.

Karen Hawkes

Karen Hawkes
Locum Clerk to Ashingdon Parish Council

29th October 2023

AGENDA

1. **Apologies for Absence.**
2. **Minutes**
Acceptance of minutes from the Parish Council Meeting dated 2nd October 2023 circulated prior to the meeting
3. **Progress Report from the Clerk.**
Update to be provided at the meeting
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 one vacancy in Ashingdon (west) – (this ward is in the Hockley area). – **no applicants to be considered at this meeting**
8. **Finance**
 - (a) To note payments made to 31st October 2023 (report to be circulated at the meeting);
 - (b) To approve the September 2023 bank reconciliation figures (to be circulated at the meeting);
 - (c) To approve the September 2023 bank reconciliation figures for Hampshire Trust Bank
 - (d) Correspondence received from Ashingdon and East Hawkwell Memorial Hall
9. **Planning –**

To consider and make comments on the following applications:

[5 Mapleleaf Close, Hockley, Essex, SS5 5DZ](#)
Proposed 1.5 storey side extension and extension of roof hip to gable end and extend existing dormers,
Proposed alterations to openings on all elevations
Application reference: **23/00911/FUL** received on **24/10/2023**

[Ashendene , Canewdon Road, Ashingdon, Essex, SS4 3JJ](#)
Application for a Lawful Development Certificate for existing use as a domestic garden space.
Application reference: **23/00884/LDC** received on **17/10/2023**

18 Chestnut Close, Hockley, Essex, SS5 5EJ

Conversion of existing garage to form exercise room and utility area (Retrospective application)

Application reference: **23/00886/FUL** received on **13/10/2023**

28 Chestnut Close, Hockley, Essex, SS5 5EQ

Flat roof rear extension with roof lights. Create additional side entrance

Application reference: **23/00862/FUL** received on **11/10/2023**

Milan Villa , Hyde Wood Lane, Canewdon, Essex, SS4 3RR

Revised scheme to demolish the existing property and garages on the site and construct a 4(min) bedroomed Georgian style house, office and detached garage, utilising an existing crossover for access through private gates onto a private driveway with 2 car parking spaces and 2 detached garage parking spaces.

Application reference: **23/00839/FUL** received on **02/10/2023**

52 Harrogate Road, Hockley, Essex, SS5 5HT

Loft conversion with front and rear dormers and hip to gable roof extension, alteration to elevations, revised plan resubmission of 23/00635/FUL

Application reference: **23/00775/FUL** received on **08/09/2023**

Moons Bungalow, Canewdon Road, Ashingdon, Essex, SS4 3JL

Demolish existing outbuilding and construct single storey side/rear extension

Application reference: **23/00766/FUL** received on **04/09/2023**

Outbuilding At Land West Of Woodville, Cavendish Road, Hockley, Essex,

Retention of existing outbuilding for use as a residential annex ancillary to the main property

Application reference: **23/00761/FUL** received on **04/09/2023**

(b) To receive verbal update from Councillor Catchpole following the Solar Farm site meeting held on 28th October 2023

10. Open Space Tender

Committee to review the open space tender as attached to the agenda, members to consider whether any amendments are required prior to circulation.

11. Highway Ranger Service

Request received from Rochford District Council regarding whether there would be an expression of interest in the Parish Council part funding the service. Parish Clerk has contacted corporate services to enquire what the anticipated cost would be, how un parished areas will be funded and what the situation would be should the Parishes not wish to fund this.

12. Mural

To consider design process for the production of the mural. Update from Cllr. McCarthy.

13. Installation of Coronation Plaque

Members to agree location of Coronation Plaque

14. Footpaths/Ashingdon Parish Council joining the Essex County Council P3 Scheme

To receive a report from Cllr. D. Lynn (Appendix 11)

15. Highways/PROW/Environment/Transport/Street Lighting

(a) To receive a transport update from Cllr. G. Dryhurst;

16. Christmas Buffet

To discuss and resolve any arrangements that are needed for the event, booked in for Thursday 14th December 2023, from 12-3pm.

17. Crime and Anti-Social Behaviour.

To discuss recent incidents and issues. Correspondence received from resident with regard to the teen shelter to be circulated at the meeting.

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

- (a) Ashingdon and East Hawkwell Memorial Hall - Cllr. P. Hennessey;
- (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;

19. Training and Events

To consider any requests from officers or members to attend training. A list of up to date courses can be found on the EALC website. <https://ealc.gov.uk/training-2023/>

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

- 21.** The next Parish Council Meeting will be held on Monday 27th November to consider the budget and precept for the 2024/2025 financial year, the following meeting will be held on Monday 11th December 2023 at 7.30pm.

**Due to the nature of the business being transacted under the Public Bodies
(Admissions to Meetings) Act 1960, s 1(2) members of the press and public excluded**

22. Staffing

- (a) To receive update from the Personnel Committee
- (b) Employment status of Locum Clerk
- (c) To agree authorised staff member to have access to bank accounts and upload payment transactions.