

ASHINGDON PARISH COUNCIL



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Minutes of the Parish Council Meeting held at Ashingdon Parish Office, The Cricket Pavilion, King George V Playing Field, Ashingdon Road, Ashingdon on Monday 6th November 2023 at 7:30pm.

Present: Chairman: Cllr. D. Catchpole Vice Chairman: Cllr. D. Constable

Councillors: Cllr. P Hennessy Cllr. S. Osborne
Cllr. S Chittenden Cllr. D. Reed
Cllr G. Dryhurst

Officers: Locum Clerk

District Councillors: None

Members of press and public: None

23/164 Apologies for Absence

Apologies were received from Cllr.N.Corless, Cllr D Lynn and Cllr D McCarthy

RESOLVED that the apologies be accepted.

23/165 Minutes

(a) **Proposed** by Councillor Hennessy and approved by all members that the minutes of the Parish Council Meeting held on the 2nd October 2023 are approved as a true record and signed by the Chairman.

23/166 Progress Report

The Parish Clerk updated members on progress of current projects:

Minute Reference	Outcome
23/90	Chairman will contact the family of Cllr Drayton-Thomas's family directly to seek permission to install the plaque in the memorial hall.
23/132	Maintenance Plan for the benches to produced when timings permit
23/155	Councillor Laureen Shaw has been contacted regarding obtaining permission to replace the Ashingdon sign at the corner of Brays Lane, Parish Clerk to contact Essex County Council officer
LED lighting	Parish Clerk has contacted Probail regarding receiving the grant to fund the replacement LED lights, Probail has stated that invoices for the works carried out need to be forwarded within 6 months. Parish Clerk instructed to contact A and J Lighting to carry out the works
Bench and noticeboard	The noticeboard and bench has been received by the contractor, it is anticipated that these will be installed within the next two weeks should weather permit. Invoices to be forwarded to Gallagher insurers to enable claim to be issued.

23/167 Declaration of Interests and Dispensations

Cllr D. Reed declared a non-pecuniary interest in planning application 23/00884/LDC.

23/168 Public participation session

No members of the public present.

23/169 District Councillor's Report

Apologies received from Councillor R Constable, a verbal report was made by Councillor D. Constable stating that no decision making was made at the last full Council meeting.

23/170 **Finance**

- a. Schedule of payments for payments made to date as attached to the agenda was approved for payment.
- b. The bank reconciliation figures for Barclays September 2023 was reviewed by all members and signed by Councillor D. Catchpole
- c. Members reported that the bank statement for Hampshire Trust is reviewed annually as this is an investment account.
- d. Members noted correspondence from Ashingdon and East Hawkwell Memorial Hall thanking the Council for the grant used towards the replacement of the vanity units in the ladies toilets.

23/171 **Planning**

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

- (a) 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**

No objection

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**

Object: Members object to this LDC due to the loss of green belt land which would be incorporated within the proposed plans.

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**

No Objection

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**

No objection

The following planning applications were considered at the Parish Council meeting held on 2nd October 2023: **23/00839/FUL**, **23/00775/FUL**, **23/00761/FUL**

- (b) Councillor Catchpole and Councillor Reed attended the Solar Farm site meeting held on 28th October 2023. Representatives clarified that the Public Rights of Way will be re-routed around the perimeter of the proposed development

23/172 **Open Space Tender**

A copy of the current tender has been circulated to all members. Parish Clerk instructed to incorporate the adhoc clearing of shrubbery in the South Fambridge Parish Council owned Car Park and the rose bed located in Fambridge Road surrounding the noticeboard. Councillor Constable will liaise with Parish Clerk with specification.

23/173 **Highway Ranger Service**

Correspondence received from Rochford District Council requesting whether the Parish Council would consider funding the Highway Ranger Scheme. This service in the past has been funded by Essex County Council although for 2023 / 2024 the funding was withdrawn. Rochford District Council funded the scheme for 2023/2024 although at this time there is no funding available for 2024 / 2025. Parish Clerk has requested what the anticipated cost would be to the Parish Council, to date Rochford District Council has not provided the information.

Proposal: Ashingdon Parish Council cannot support this scheme due to no devolved funding and unclear scheme of works.
Proposed: Councillor Catchpole
Vote: Carried

- 23/174** **Mural**
Cllr McCarthy not available to provide an update although two local schools have been contacted to seek design proposals. Cllr Catchpole has obtained one quotation for the works although other prices will be obtained when a design brief is finalised. Future agenda item
- 23/175** **Installation of Coronation Plaque**
Members agree for the Coronation Plaque to be installed on the external wall next to the ladies WC. Councillor Catchpole and Chittenden will install the sign with security bolts.
- 23/176** **Footpaths/Ashingdon Parish Council joining the Essex County Council P3 Scheme**
No update provided, item to be removed from future agenda unless requested.
- 23/177** **Highways/PROW/Environment/Transport/Street Lighting**
Cllr Dryhurst reports that there are currently slight issues with the bus network as a result of localised road works and staff sickness although Essex County Council are supportive of buses being used as a method of transport within the County.
- 23/178** **Christmas Buffet**
Members noted that setup of the event will begin at 12pm with residents attending from approximately 1pm. Councillor Hennessy will purchase the food and refreshments and will be reimbursed by the Parish Council as currently a debit card is not available. Councillor Dryhurst, Catchpole, Hennessey, Osborne and Reed have confirmed they will be able to volunteer at the event.

Table decoration competition will be held with prizes of £15/£10 and £5 Amazon/Argos voucher awarded for 1st, 2nd and 3rd place. Parish Clerk to liaise with Community Policing Team, RRAVS, memory café and Wyvern Community Transport to enquire whether they wish to have a community engagement table at the event.
- 23/179** **Crime and Anti-Social Behaviour**
Correspondence received from resident regarding broken glass within the teen shelter, this has been an ongoing issue although Rochford District Council clear the area promptly if they are made aware of the issue. Residents are encouraged to report the issue to Rochford District Council if they are aware of the issue.
- 23/180** **Reports from the representatives for outside committees**
- (a) Ashingdon and East Hawkwell Memorial Hall – Cllr. P. Hennessy; Craft Fayre has been held was a great success. Improvements are continuing in the kitchen with installation of hygiene boards over the tiled areas. Hostess trollies have been offered to the hall as donations from hall users. Quotes are being obtained for the cost of a noise limiter, there is currently one in the hall although this does not work. The hall association are keen for this to work to ensure that no anti-social behaviour noise is created from the hall to nearby properties
 - (b) Rochford Hundred Association of Local Councils – Cllr. D. Constable; PC Warren Lamb updated members on a new initiative which is anticipated to be introduced in the new year to raise awareness how residents can reduce their risk of crime by introducing small amendments in the family home, such as keeping a record of serial numbers of electricals. The presentation delivered from PC Lamb will be circulated to all Councils when received. The initial phase of the project will be introduced to those impacted by crime or located in the near vicinity. The representative from United in Kind was unable to attend the event.
 - (c) RSPB Local Liaison Group – Cllr. G. Dryhurst reported that a site meeting has been held with a representative from the RSPB, visitor numbers have increased on the Coast Path walks. Future projects include the replacement of bird hides and the possible installation of public toilets and a longer time vision of a visitor centre.

- (d) River Crouch Coastal Community Team Stakeholder Event – Cllr. G. Dryhurst. It is anticipated that the England Coastal Path will be open in the near future. Organised walks and informal walks will be available and there will be no charge although there could be a charge for the car park in the distant future.

23/181 Training and Events

Councillor Reed has enrolled on the following bitesize courses: Planning, Local Councils, Understanding Precepts and Public Life

Councillor Catchpole wishes to attend a Finance and Precept course, Parish Clerk will forward details.

23/182 Items for next Agenda

Budget Meeting: copy of Earmarked reserves and income and expenditure reports

11th December Meeting: Footpaths, Raffle

23/183 Date of next meeting

The next Parish Council Budget Meeting will be held on Monday 27th November 2023 at 7.00pm, the scheduled Council meeting will be held on Monday 11th December 2023 at 7.30pm.

The meeting was closed at: 21.05pm

Chairman's Signature

Dated
27th November 2023