

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 11th December 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

1st December 2023

AGENDA

1. **Apologies for Absence.**
2. **Minutes**
Acceptance of minutes from the Parish Council Meeting dated 27th November 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 and/or to note communication from District and County Council relevant to the Parish:**
ROAD TRAFFIC REGULATION ACT 1984 - SECTION 14(1)
Temporary Traffic Regulation Order of ECN11001 Cycle Lane, Ashingdon Road Rochford
Please click on the following link <https://one.network/?tm=136265361> to find details of the intended closure of ECN11001 Cycle Lane, Ashingdon Road Rochford, due to commence on 2nd January 2024 for 183 days. The closure is required for the safety of the public and workforce while M.Anderson Construction Ltd undertakes new bellmouth construction.

Rochford District Council Polling District and Polling Place Review:
Consultation available via www.rochford.gov.uk/polling-review At the conclusion of the review any proposed changes will be subject to agreement at Full Council in February 2024..
7. **Finance**
 - (a) To note payments made to 30th November 2023 (report to be circulated at the meeting);
 - (b) To approve the November 2023 bank reconciliation figures (to be circulated at the meeting)
 - (c) Recommendation from the Finance Working Group that an account be opened with the Cambridge Building Society for a savings account specifically designed for Parish and Town Councils. This account carries the financial guarantee of up to £85K. Working Group are researching into an additional account to ensure that funds are protected.
 - (d) Councillor Catchpole to provide a verbal report regarding the Parish Council proceeding with City Fibre.
 - (e) Councillor Constable requests for prices to be obtained for Parish Council PO Box address:
6 month cost of PO Box address and forwarded to a private address £219.00
6 month cost of PO Box requiring someone to collect the post £192.00.

Additional option available is for the Parish Office to be detailed as the communication address and the post to be redirected to a private property at a cost of £53.00 for 6 months.

8. Staffing Structure

Following the meeting held on 27th November, members to agree the recommendation made at the meeting.
Proposed Structure circulated to all members.

9. Planning –

To consider and make comments on all planning applications available for comment on the Rochford District Council website to ensure that all applications are considered prior to the Christmas period:

66 Leamington Road, Hockley, Essex, SS5 5HP

Convert existing detached garage into gym and create new roof form to match with neighbouring property.

Application reference: **23/00976/FUL** received on **20/11/2023**

Corn Fields, St Thomas Road, South Fambridge, Rochford, Essex, SS4 3LZ

Removal of front window and existing pitched roof to bay window, to create recessed private external terrace area

Application reference: **23/00946/FUL** received on **08/11/2023**

41 St Thomas Road, South Fambridge, Rochford, Essex, SS4 3LZ

Convert part of existing integral garage to utility room

Application reference: **23/00938/FUL** received on **03/11/2023**

Old Ferry House, Fambridge Road, South Fambridge, Rochford, Essex, SS4 3LY

Minor impact damage reinstatement works to exterior and interior and re-paint the main entrance door in the colour white.

Application reference: **23/00939/LBC** received on **03/11/2023**

Please note further applications will be added closer to the date. All applications which are on the Rochford District Council by Monday 11th December will be discussed. The link to these applications will be available via the Rochford District Council website and searching under applications for Ashingdon Parish Council
<https://maps.rochford.gov.uk/DevelopmentControl.aspx?RequestType=ParseTemplate&template=DevelopmentControlSearch.tmpl>

10. Mural

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

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

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

12. Terms of Reference and Membership of the Personnel / Staffing Committee

Members to agree the Terms of Reference and Membership of the Personnel / Staffing Committee.

13. Christmas Buffet

To finalise arrangements for the event booked on Thursday 14th December 2023, from 12-3pm. Setup starts at 12pm, 1pm start of event

14. Crime and Anti-Social Behaviour.

To discuss recent incidents and issues. Parish Clerk to provide verbal report from the IAG meeting.

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

- (a) Ashingdon and East Hawkewell 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;

16. 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/>

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

18. Next Parish Council Meeting