

ASHINGDON PARISH COUNCIL



Clerk to the 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 12th May 2025 at 7:30pm.

Present: Chairman Cllr.D.Catchpole Vice Chairman Cllr. D. Constable
Councillors: Cllr. P. Hennessy Cllr. S. Osborne
Cllr. D.Reed Cllr. D. McCarthy
Officers: Kath Parkin Parish Clerk
District Councillors: Cllr R. Constable
Members of press and public: None present

25/193. To elect a Chairman.

RESOLVED that Cllr. D. Catchpole be elected as Chairman of Ashingdon Parish Council for the ensuing municipal year.

Proposer: Cllr D. McCarthy

Seconded: Cllr. D Reed

All in favour.

25/194 To receive the Chairman's Declaration of Acceptance of Office.

Cllr. D. Catchpole made the statutory Declaration of Acceptance of Office as Chairman.

24/195 Apologies for Absence.

Standing Apology: Cllr G Dryhurst has a standing apology for absence which will be noted until further notice. Apologies received from Cllr. S. Chittendon.

Resolved that the apologies be accepted.

25/196 Minutes

To approve the minutes of the meeting held on Monday 14th April 2025.

Proposed: Cllr.P.Hennessy

Seconded: Cllr. D. Reed

All in favour

25/197 To receive member's declaration of interests and dispensations in items on the agenda

Cllr P Hennessey and Cllr D McCarthy declared non pecuniary interests in item 21 on the agenda.

25/198. To elect a Vice Chairman.

RESOLVED that Cllr. D. Constable be elected as Vice Chairman of Ashingdon Parish Council for the ensuing municipal year.

Proposed: Cllr. S. Osborne

Seconded: Cllr. P.Hennessy

All in favour.

25/199 To receive the Vice Chairman's Declaration of Acceptance of Office.

Cllr. D. Constable made the statutory Declaration of Acceptance of Office as Vice Chairman.

25/200 To receive a report from the District Councillor.

Report received from Cllr. R. Constable

- Annual Council Meeting 20th May at the Civic Suite Rayleigh. Election of Chair and committees.
- Liaising with Cllr L Shaw, regarding pot holes and the subsistence in Lower Road, they have been reported several times.
- The pavement repairs at Highcliffe Crescent has finally been finished.
- Attended the meeting at Mount Bovers and spoke to several residents..
- Attended VE day celebrations at Ashingdon Memorial Hall and the Memory Lane Café, along with the lighting of the Beacon at Mill Hall Rayleigh.
- The last two development committee meetings were both cancelled due to lack of reports from the planning department.

25/201 Public participation session with respect to items on the agenda and other matters that are of mutual interest.

None present.

25/202 Co-option

No candidates were present at the meeting.

The Clerk will place notices on the parish notice boards and update the Council's Facebook page to advertise the three current vacancies. A prominent advertisement will also be added to the Parish Council website.

25/203 Clerks Report

A report was circulated at the meeting and will be attached to the minutes.

25/204 Planning To consider and make comments on the following planning applications:

[Rouncefall , The Chase, Ashingdon, Essex, SS4 3JD](#)

Demolition of fire damaged building and erection of equestrian building for use as stabling and storage.

Application reference: **25/00231/FUL** received on **21/03/2025**

No objections as long as the footprint matches the building being demolished.

[Land Between Merry Thought And Valentine Cottage, Ethelbert Road, Ashingdon, Essex,](#)

Proposed new self-build dwelling and associated development.

Application reference: **25/00254/FUL** received on **31/03/2025**

No comments.

25/205. Finance

Members received the schedule of payments for approval, the following were approved and signed:

April '25					
Supplier Name	Total Amount	Details Ref	Sort code	Account	
Rialtus	£243.60	SM30976	40-38-04	25252903	pd
EALC	£770.99	18568	60-83-01	20271424	pd
SCAFT	£750.00	Grant			pd
Ashingdon Memorial Hall	£300.00	Grant	20-79-73	40124400	pd
Handyman	£4.40	Gloves			
RCCE	£122.40	membership	60-83-01	2050913	
J&P Prior	£902.00	1312	12-24-82	6585520	
J&P Prior	£138.58	1313	12-24-82	6585520	
CAM	£999.17	15974	30-15-99	13775560	
Weaveaweb	£192.00	25092	40-10-27	11328506	
J+M Payroll	£42.00				
Currys	£298.98	Monitor			
A&J Lighting	£419.10	39246	20-19-95	93232859	
Constable	£360.00	2407	30-96-94	27987668	

EALC	£100.80	18715	60-83-01	20271424	
Amazon	£17.99	Extension lead			
Total	£5,662.01				

- (a) **Proposal:** To approve payments made by BACS, in accordance with the 2025/2026 budget.
Proposer: Cllr Hennessy
Seconded: Cllr Constable
All in favour.
- (b) To approve the March 2025 bank reconciliation figures. Cllr McCarthy had checked and agreed.

25/206. Appointment of Councillors to Committees and Working Parties

To appoint members of the following committees/working Parties

	2023/2024	2024/2025
Personnel and Staffing Committee	Catchpole, Reed and Dryhurst	Deferred to next month.
MUGA	Catchpole, Dryhurst, Hennessy and McCarthy	Catchpole, Dryhurst, Hennessy and McCarthy
Finance Committee		Catchpole, Hennessy and Reed.

b/ Clarification of other existing working parties.

Cllr Reed proposed the formation of an Events Working Party. Cllr Reed and Cllr McCarthy volunteered to be members of this group.

25/207 Appointment of Representatives to outside organisations.

	2023/2024	2024/2025
Rochford Hundred Association of Local Councils	Catchpole, Constable and Osborne	Catchpole, Constable and Osborne.
River Crouch Coastal Community Team	Dryhurst	To be confirmed
Rochford Transport Meeting	Dryhurst	To be confirmed.
Memorial Hall Committee	Hennessy	Hennessy
RSPB Local Liaison Group	Dryhurst	To be confirmed.
Old Peoples Welfare Committee for Rochford District	Osborne	Osborne

25/208 Devolution and Local Government Reorganisation.

Council to discuss and decide if APC would like to work with other councils to establish a blanket Community Asset Register, including any existing trusts or covenants. Councils should identify what they already have and what they would like to retain. Potential Assets: land and open spaces, parks, woodland, play areas, recreation areas, buildings, libraries, cemeteries etc.

To discuss at a separate meeting, date to be agreed.

25/209 Health and Wellbeing.

Nothing to report.

25/210 Car-park at South Fambridge-non resident parking.

Members discussed the ongoing issues with non-residents, including SORN vehicles, using the residents-only car park. It was agreed that further consideration is needed regarding the potential use of a parking enforcement company. The Clerk reported that she had contacted other Clerks in the local area, but none had encountered a similar situation. She has also sought advice from EALC regarding the legality of using a private enforcement company. It was noted that no further action can be taken until legal clarification has been received.

25/211 Insurance

The Clerk reported that two insurance quotes had been received, along with the current renewal details. Cllr Hennessy and Cllr Osborne assisted the Clerk in reviewing the quotes and recommended that the Council proceed with the quote from Zurich.

Proposal: To accept the quote from Zurich.

Proposer: Cllr Osborne

Seconded: Cllr Reed

All in favour.

25/212 Memorial Hall gate access and closing time.

It was noted that the current 11:00 PM gate closure on Friday and Saturday evenings is limiting hall hire opportunities and reducing potential income. Allowing occasional extensions to midnight would better support events.

Proposal: The car-park gate locking can have an extension to 12 midnight- only if they have contacted the Parish Clerk or if not available the Chairman with notice, the Parish Clerk/Chairman will then inform CAM.

Proposer: Cllr Constable

Seconder: Cllr Osborne

3 in favour, Councillor Catchpole abstained.

25/213 To receive a report from the representatives for the following outside committees/working groups:

- a. Ashingdon and East Hawkwell Memorial Hall - Cllr. P. Hennessy;
Cllr Hennessy: VE Day celebrations were a huge success, they made £450, from visitors, which is to be donated to the British Legion and a profit of £1010.
- b. Rochford Hundred Association of Local Councils - Cllr. D. Constable; did not attend the last meeting, they have asked that all member councils be asked if they wished RHALC to consider a blanket Community Asset Register for Rochford Parish & Town Councils to identify areas councils are currently responsible for and which they would like to retain/add. Could we please let the RHALC know a week prior to the AGM on 17th July.
- c. RSPB Local Liaison Group – Cllr. G. Dryhurst;
No report.
- d. River Crouch Coastal Community Team - Cllr. G. Dryhurst;
No report.
- e. Rochford Old Peoples Welfare- Cllr .S. Osborne.
Cllr Osborne: They have £12,000 in reserves which should allow for the next 2 years running costs. They made a loss of £7000 last year. They are still having ongoing problems with the minibus tail gate.

25/214 Training and Events

The Clerk is attending “Standing Orders” on Tuesday 20th May.

Council agreed that the Clerk could attend Rialtus training at a cost of £360.

25/215 Items from Councillors to be added to next agenda.

Storage Situation-Safestore.

Terms of Reference for Event Committee.

Health and wellbeing

Car-park at South Fambridge.

The next Parish Council Meeting is on Monday 3rd June 2025 at 7.30pm.

Meeting closed at 9.10pm.

Chairmans Signature

Date