

ASHINGDON PARISH COUNCIL



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Members of the Council are hereby summoned to attend the Parish Council Meeting at the Ashingdon Parish Office, The Cricket Pavilion, King George V Playing Field, Ashingdon Road, Ashingdon on Monday 1st September 2025 at 7.30pm for the purpose of transacting the following business. Members of the press and public are welcome to attend.

K. Parkin

Kath Parkin
Clerk to Ashingdon Parish Council

26th August 2025

AGENDA

1. **Apologies for Absence.**
2. **Minutes**
To approve the minutes of the meeting held on Monday 7th July 2025.
3. **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.
4. **Update and Correspondence from District Councillor County Councillors.**
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. **Co-option**
To consider co-opting any interested candidates onto the Parish Council to fill 3 vacancies
7. **Clerks Report.**
To receive clerks report circulated at the meeting.
8. **Planning –**
To consider and make comments on the following planning application:

[Wyhwater , The Chase, Ashingdon, Essex, SS4 3JE](#)
Proposed outbuilding and car port
Application reference: **25/00596/FUL** received on **12/08/2025**
9. **Finance**
 - a) To approve payments to be paid by BACS, in accordance with the 2025/26 budget. List of payments circulated at the meeting.
 - b) To approve and ratify payments made in August.
 - c) To approve July 2025 bank reconciliation figures.
 - d) To consider opening a bank account with Hinckley & Rugby. Paperwork sent out with agenda.
 - e) To advise councillors that the NJC has agreed and finalised a pay award for all staff. This will be backdated to April 2025.
 - f) Councillors to note: Constable's have carried out clearance of two overgrown bus stops at a cost of £300 + VAT.
10. **Grant Application**

- a) To consider a grant application received from BASICS Essex to cover ongoing core/operational costs. Relevant paperwork sent out with agenda.
- b) To consider a grant application of £700 received from 1st Ashingdon Scout Group to start a bee colony. Relevant paperwork sent out with agenda.

11. Safestore

To consider and agree to using a smaller storage unit.

The storage has been reviewed and sorted.

Current unit size: 75 sq ft, cost £332.68 ex VAT per month.

Proposed new unit size: 50 sq ft, cost £154.01 ex VAT per month. This change would reduce monthly storage costs by £178.67 ex VAT.

12. Policies and Documents

To review and approve the following documents. Forwarded to members before the meeting.

- a) Community Engagement Strategy
- b) Complaints procedure.
- c) Document Retention
- d) Equal Opportunities.
- e) Investment Policy
- f) Protocol at Meetings.
- g) Standing Orders
- h) Training and Training and Development policy.

13. Defibrillator for South Fambridge.

To discuss and consider the purchase of a defibrillator for South Fambridge.

14. Community Library at South Fambridge.

Consider and decide on residents request to install a small book library next to the Parish Council noticeboard.

15. Health and Wellbeing.

To receive any updates.

16. 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;
- (e) Rochford Old Peoples Welfare- Cllr .S. Osborne

17. Training and Events

To consider any requests from officers or members to attend training

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

Next Parish Council Meeting to be held on Monday 6th October 2025 at 7.30pm.