

ASHINGDON PARISH COUNCIL



Clerk to the Council: Mrs Kath Parkin
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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 1st September 2025 at 7:30pm.

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

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

Officers: Kath Parkin Clerk/RFO

District Councillors: Cllr D Belton and Cllr R Constable

25/252 Apologies for Absence

No apologies received.

25/253 Minutes

Proposal: To approve the minutes of the meeting held on Monday 7th July 2025..

Proposed: Cllr. Hennessy

Seconded: Cllr. Osborne.

All in favour.

25/254 Declaration of Interests and Dispensations

None.

25/255 Update and Correspondence from District County Councillors.

Cllr Belton gave an update on Local Government Reorganisation.

- Consultation closed today at 5pm with over 1,000 responses received.
- Full Council meeting scheduled for mid-September.
- Essex currently served by 15 councils; these must reorganise into new unitary authorities.
- Rochford Councils has until 26 September 2025 to submit final reorganisation proposals to Government.
- Government will determine the final structure for Essex, possibly February/March next year.
- RDC continuing work on the Local Plan.

Update from Cllr R Constable

- New skatepark at Clements Hall progressing well; expected to open by end of October.
- Possible changes to waste collection days (Thursday ↔ Friday) to improve efficiency; households will be notified in advance.
- New food bins to be issued to all households.
- Green bins for garden waste will remain in use.
- Scheme funded by Essex County Council (ECC).

25/256 Public participation session with respect to items on the agenda and other matters that are of mutual interest.

Fifteen members of the public were in attendance. A statement was read out by a resident regarding concerns about the overdevelopment of Ashingdon and highlighting the need for a Neighbourhood Plan, including discussion of its possible merits.

It was noted that an Extraordinary Meeting of the Parish Council will be held on Monday, 8th September to consider this matter further.

25/257 Co-option.

To consider co-opting any candidate onto the parish council. There are 3 vacancies on the Council. One candidate was present to observe the meeting.

25/258 Clerks Report

The clerk gave a verbal report, which will be attached to the minutes.

25/259 Planning

Members considered the planning application detailed below:

[Wychwater , The Chase, Ashingdon, Essex, SS4 3JE](#)

Proposed outbuilding and car port

Application reference: **25/00596/FUL** received on **12/08/2025**

Comments: Overdevelopment of site.

Could planning officer look at previous applications that have been refused.

Condition needs to be added that the building can not be lived in.

25/260 Finance.

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

Aug-25				
Supplier Name	Total Amount	Details Ref	Sort code	Account
Cllr D Constable	£36.90	mileage		
Cllr Constable	£32.29	Stationary		
j+m payroll	£42.00	44866	20-70-93	90404608
W L Copley	£282.00	3662 hand dry	20-70-93	40527920
ico	£52.00	Data protectio	16-34-24	11663041
J&P Prior	£902.00	1411	12-24-82	6585520
J&P Prior	£138.58	1405	12-24-82	6585520
Weaveaweb	£192.00	25494	40-10-27	11328506
Constable	£360.00	2578	30-96-94	27987668
CAM	£999.16	16351	30-15-99	13775560
RHALC	£24.00	subs 2025	30-99-50	55186568
Constable	£360.00	bus stop clea	30-96-94	27987668
A&J Lighting	£350.70	39498	20-19-95	93232859
Cartridge Peopl	£341.90			
Total	£4,076.63			

(a) **Proposal:** To approve payments made by BACS, in accordance with the 2025/2026 budget.

Proposer: Cllr Constable

Seconded: Cllr Chittenden

All in favour.

(b) **Proposal:** To approve and ratify payments made in August.

Jul-25				
Supplier Name	Total Amount	Details Ref	Sort code	Account
j+mpayroll	£42.00	44612	20-70-93	90404608
Initial	£153.53	35487943	20-00-00	33583457
Weaveaweb	£118.80	online backup	40-10-27	11328506
Amazon	£24.94	ball games sign		
Dellow	£983.52	SSG-03-24441	20-79-73	3820416
Adobe Acrobat	£182.02	IEN2025037420831		
J&P Prior	£138.58	1384	12-24-82	6585520
J&P Prior	£902.00	1380	12-24-82	6585520
Rochford District C	£625.25	88225275	30-80-12	10542560
CAM	£967.94	16265	30-15-99	13775560
A&J lighting	£419.10	39436	20-19-95	93232859
Weaveaweb	£192.00	25408	40-10-27	11328506
Amazon	£23.95	litter picker		
Constable	£360.00	2536	30-96-94	27987668
Total	£5,133.63			

Proposer: Cllr Dryhurst

Seconded: Cllr McCarthy

All in favour.

(c) Cllr Constable had checked the July bank reconciliation and approved.

(d) **Proposal:** To open a bank account with Hinckley and Rugby.

Proposer: Cllr McCarthy

Seconded: Cllr Hennessy

All in favour.

(e) Councillors noted the NJC pay award for all staff, which has been backdated to April 2025

(f) Councillors noted that Constable Landscapes have carried out the clearance of two overgrown bus-stops at a cost of £300 + VAT.

25/261 Grant Application

(a) Grant application from BASICS Essex.

The Clerk reported that further information from BASICS regarding their grant application is still awaited. As the necessary details have not yet been received, councillors agreed that no decision could be made until all the required information is available.

(b) Councillors considered the grant application for £700 submitted by 1st Ashingdon Scout Group to start a bee colony and agreed to approve the grant.

Proposer: Cllr Hennessy

Seconded: Cllr Constable

All in favour.

25/262 Safestore.

Councillors reviewed the storage unit. The current unit is 75 sq. ft. at a cost of £332.68 (ex VAT). A 50 sq. ft. unit is available at £154.01 (ex VAT), representing a saving of £178.67 (ex VAT).

Proposal: To use the smaller storage unit.

Proposer: Cllr Constable

Seconded: Cllr Reed

All in favour.

25/263 Policies and Documents.

To review and approve the following documents, which had been sent to all Councillors before the meeting The Clerk explained the only changes made were to update her contact details in place of the outdated information.

The only policy with substantive changes is the Community Engagement Policy. Under **Involvement with Partnerships**, I have:

- Highlighted in purple – sections to be removed
- Highlighted in red- sections to be added.
 - 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.

Proposal: To approve all documents with the changes as outlined by the Clerk.

Propose: Cllr Constable

Seconded: Cllr Hennessy

All in favour.

25/264 Defibrillator for South Fambridge.

A request from a resident regarding the provision of a defibrillator in South Fambridge was considered. The resident sought advice from the Council and expressed willingness to explore fundraising options. The Council applied for a £600 Locality Grant, which has been confirmed. Cllr Catchpole presented costings and a photo of the proposed location.

Proposal: To purchase a defibrillator for South Fambridge.

Proposer: Cllr Dryhurst

Seconded: Cllr McCarthy

All in favour.

25/265 Community Library at South Fambridge.

A request from a resident to install a small book library next to the Parish Council noticeboard was considered. The resident has already purchased a hutch, has sufficient books to fill it, and will clear the area around the noticeboard.

Proposal: That the resident be permitted to utilise the land for the library.

Proposer: Cllr Dryhurst

Seconded: Cllr Hennessy

All in favour.

25/266 Health and Wellbeing

Cllr McCarthy has been talking to the local Churches and will be trying to get a meeting with the schools.

25/267 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 informed members that, the floor has now been resurfaced and looks amazing. The VJ Party raised £620. The café that run throughout the summer had good and bad days, possibly looking at carrying on in the winter for the football. September 20th is the late Summer Ball. 23rd November they have a Craft Fayre.

(b) Rochford Hundred Association of Local Councils – Cllr. D. Constable;

The minutes were sent out to all councillors.

(c) RSPB Local Liaison Group – Cllr. G. Dryhurst;

No report.

(d) River Crouch Coastal Community Team – Cllr. G. Dryhurst;

A bridge will be built across the River Crouch and become part of the coastal path. Waiting for signs.

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

Cllr Osborne reported that the Day centre hasn't had a meeting since July as the Chairman is not well.

25/268 Training and Events

No training requests received.

25/269 Items from Councillors to be added to next agenda.

Next Parish Council Meeting to be held on Monday 8th September 2025 at St Marks Hall, St Marks Field, Rochford SS4 1PT at 7.00pm.

Meeting closed at 9.05pm

Chairman's Signature

Date:

