

ASHINGDON PARISH COUNCIL



Clerk to the Council: Mrs Kath Parkin
51 Rochford Garden Way
Rochford
Essex
SS4 1QH

Tel: 07950947731
Email: clerk@ashingdonparishcouncil.gov.uk

Minutes of the Parish Council Meeting held at Ashingdon Parish Office, The Cricket Pavilion, King George V Playing Field, Ashingdon Road, Ashingdon on Monday 2nd February 2026 at 7.30pm.

Present: Chairman: Cllr. D. Catchpole

Councillors: Cllr D McCarthy
Cllr S Osborne Cllr P Hennessy
Cllr. M Nunn

Officers: Kath Parkin Clerk/RFO

District Councillors: None

25/351 Apologies for Absence

Apologies accepted for Cllr D Constable, Cllr D Reed, Cllr S Chittenden and Cllr G Dryhurst.

25/352 Minutes

Proposal: To approve the minutes of the meeting held on Monday 12th January 2026.
Proposed: Cllr. Hennessy
Seconded: Cllr. Nunn
All in favour.

25/353 Declaration of Interests and Dispensations None.

25/354 Update and Correspondence from District County Councillors. No District or County Councillors were in attendance. Apologies received from Cllr R. Constable, Cllr D. Belton, Cllr. M Carter and Cllr. L Shaw.

25/355 Public participation session with respect to items on the agenda and other matters that are of mutual interest. None present.

25/356 Co-option: To consider co-opting any candidate onto the parish council. There are 2 vacancies. No candidates were present.

25/357 Clerks Report The clerk's report was circulated at the meeting, which is attached to the minutes.

25/358 Planning Members considered the planning application detailed below: [Mount View , Greensward Lane, Ashingdon, Essex, SS5 5JH](#) Proposed two storey rear extension extending rooms in roof and alterations to windows and fenestration Application reference: **26/00025/FUL** received on **14/01/2026** **No objections.**

25/359 Finance. Members received the schedule of payments for approval, the following were approved and signed:

Jan-26				
Supplier	Total Amount	Details Ref	Sort Code	Account
Constable	£360.00	2755	30-96-94	27987668
J&P prior	£138.58	1494	12-24-82	6585520
J&Pprior	£902.00	1505	12-24-82	6585520
CAM	£999.16	16809	30-15-99	13775560
J+M payroll	£42.00	46054	20-70-93	90404608
Weaveaweb	£192.00	25980	40-10-27	11328506
Amazon K Parkin	£3.99	stationary		
Amazon K Parkin	£5.47	stationary		
Amazon K Parkin	£15.29	laptop bag		
Dunmow Training Ltd	£60.00	SI-41	60-83-01	20544821
EALC	£20.40	18971	60-83-01	20271424
Amazon K Parkin	£22.01	Toilet rolls		
Tradepoint	£25.97	Shelf		
A&J Lighting	£419.10	39857	20-19-95	93232859
	£3,205.97			

- a. **Proposal:** To approve payments made by BACS, in accordance with the 2025/2026 budget.
Proposer: Cllr D McCarthy
Seconded: Cllr S Osborne
All in favour.
- b. Councillor Catchpole had checked the December 2025 bank reconciliation figures and approved all balances are correct.
- c. Cllr Nunn checked the December 2025 bank reconciliation figures for the Barclays Premium Account and approved balance.
- d. Cllr Nunn checked the December 2025 bank reconciliation figures for the Unity Trust Bank account and approved the balance.
- e. Cllr Nunn checked the December 2025 bank reconciliation figures for the Hampshire Trust Bank account and approved the balance.
- f. Cllr Nunn checked the December 2025 bank reconciliation figures for the Cambridge Building Society account and approved the balance.
- g. Cllr Nunn checked the December 2025 bank reconciliation figures for the Hinckley and Rugby savings account and approved the balance.
- h. The Clerk advised that, in light of rising costs and current price increases, it was appropriate to review the financial thresholds within the Council's Financial Regulations. It was proposed that the procurement thresholds in section 5.8 be amended from £3,000 to £5,000, and that section 5.9 be amended accordingly from £3,000 to £5,000.
Proposal: to agree changes.
Proposer: Cllr Nunn
Seconder: Cllr Hennessy
All in favour.
- i. Cllrs discussed the appointment of the internal auditor.
Proposal: To appoint John Watson as the internal auditor for 2025/2026 accounts.
Proposed: Cllr S Osborne
Seconded: Cllr M Nunn
All agreed.
- j. To approve the application for a Barclays Business Debit Card, appoint the Clerk as the sole nominated cardholder, and authorise the authorised signatories to submit the application and accept the terms on behalf of the Council.
Proposer: Cllr D McCarthy
Seconded: Cllr P Hennessy
All in favour.

25/360 Health and Wellbeing

Cllr McCarthy reported that the Council had been invited to attend the Greensward and Ashingdon school fetes on 20th June and 4th July. Cllr Nunn confirmed that she would work with Cllr McCarthy to take this forward.

Cllr McCarthy also advised that Rochford District Council had discussed a Rochford Play Strategy in December, which considered the benefits of health and identified gaps across the district, but did not specifically reference Ashingdon. He agreed to contact RDC to obtain further information and discuss Ashingdon Parish, and to liaise with the local schools regarding sharing information from their events and/or websites.

Cllr McCarthy gave Cllrs a short summary. Attached to minutes app 1.

25/361 Bar'n'Bus

Cllrs Osborne and Hennessy reported on their meeting with Bar'n'Bus regarding youth work in the Ashingdon area. Bar'n'Bus, a Christian support charity, is looking to provide ongoing support rather than only summer holiday programmes. The cost for a part-time (20 hours pw) youth worker covering Ashingdon and the surrounding areas would be £19,822.65.

Councillors discussed the proposal and its merits. It was agreed that Cllrs Osborne and Hennessy would contact Hockley, Rochford, and Hawkwell Parish Councils to explore whether they would be interested in sharing the cost.

Information received regarding Bar "n" Bus was shared with councillors and attached as appendix 2.

25/362 To receive a report from the representatives for the following outside committees/working groups:

- (a) **Ashingdon and East Hawkwell Memorial Hall - Cllr. P. Hennessy;**

No update.

- (b) **Rochford Hundred Association of Local Councils –**

Meeting Tuesday 13th Jan. Cllr Hennessy gave a short report.

- (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.**

New Trustee has started.

25/363 Training and Events

The Clerk had included in her report a proposal to engage an external accounting company to prepare the Council's end-of-year accounts. For discussion purposes, the item was considered under the Training agenda item.

The Clerk explained that this would provide an opportunity to review proper procedures and clarify areas she does not fully understand, as last year she had prepared the accounts largely on her own and there were some errors which have since been rectified. The company would attend the office and prepare the accounts with the Clerk present, allowing questions to be asked and guidance to be received.

Councillors considered the proposal and agreed that engaging the external company in this way would be a useful training exercise.

The Council approved the engagement of the external accounting company to prepare the end-of-year accounts on a one-off basis, although it will be reviewed.

25/364 Items from Councillors to be added to next agenda.

Road Signs for South Fambridge and near Ashingdon School.

Risk Assessments-update from RDC

Fencing-update from Open Spaces.

Next Parish Council Meeting to be held on Monday 2nd March 2026 at 7.30pm.

Meeting closed at 9.30pm

Chairman's Signature

Date:

