

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 2nd March 2026 at 7.30pm.

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

Councillors: Cllr D McCarthy Cllr. G Dryhurst
Cllr P Hennessy Cllr S Chittenden
Cllr. M Nunn

Officers: Kath Parkin Clerk/RFO

District Councillors: None

25/365 Apologies for Absence

Apologies accepted for Cllr S Osborne and Cllr D Reed.

25/366 Minutes

Proposal: To approve the minutes of the meeting held on Monday 2nd February 2026.

Proposed: Cllr. Hennessy

Seconded: Cllr. Nunn

All in favour.

25/367 Declaration of Interests and Dispensations

None.

25/368 Update and Correspondence from District County Councillors.

Apologies received from Cllr D. Belton, Cllr. M Carter and Cllr. L Shaw.

Cllr R Constable gave an update, attached to minutes.

25/369 Public participation session with respect to items on the agenda and other matters that are of mutual interest.

None present.

25/370 Co-option:

To consider co-opting any candidate onto the parish council. There are 2 vacancies.
No candidates were present.

25/371 Clerks Report

The clerk's report was circulated at the meeting, which is attached to the minutes.

25/372 Planning

Members considered the planning application detailed below:

[21 Harrogate Road, Hockley, Essex, SS5 5HT](#)

Two storey side extension and single storey rear extension

Application reference: 26/00091/FUL received on 06/02/2026

No objections.

[60 Leamington Road, Hockley, Essex, SS5 5HP](#)

Variation of condition no 2 (approved plans) of planning permission reference 24/00791/FUL for the 'Demolition of existing garage and new single storey rear extension', to allow for increased height of extension (retrospective).

Application reference: 26/00059/FUL received on 26/01/2026

No objections.

It was agreed that Agenda Items 17 and 18 would be brought forward and taken after Item 8 and before Item 9, to enable Cllr Roger Constable to respond to questions before leaving the meeting.

25/373 MUGA

Councillors considered the quotation received from Rochford District Council. It was noted that Rochford District Council had advised the proposal represented very good value for money and, should the offer be accepted, RDC would commission, deliver, manage and maintain the facility once constructed. During discussion, Cllr Catchpole raised concerns that no site visit has taken place and there could be issues regarding drainage and the landscape of the site which could materially impact the overall cost.

Proposal: To accept the offer in principle, subject to a site visit. Should there be any increase in the quoted price, the matter will be referred back to Full Council for determination.

Proposer: Cllr D Constable

Seconder : Cllr D McCarthy

All in favour.

The Clerk will write to Marcus Hotten.

25/374 Correspondence from Rochford District Council

Councillors considered the correspondence received. During discussion, concerns were raised regarding the provision of space for teenagers should the facilities be removed. Councillors discussed whether the teen shelter could be retained and relocated to an alternative position.

Proposal: To agree in principle to the proposed removal, but to request that the teen shelter be re-sited rather than removed.

Proposer: Cllr D Constable

Seconder: Cllr G Dryhurst

All in favour.

Clerk will email Dan Baines.

25/375 Finance.

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

Feb-26				
Supplier	Total Amount	Details Ref	Sort Code	Account
Constable	£360.00	2763	30-96-94	27987668
J+P Prior	£902.00	1516	12-24-82	6585520
J+P Prior	£138.58	1525	12-24-82	6585520
CAM	£874.27	16897	30-15-99	13775560
J&M Payroll	£42.00	46413	20-70-93	90404608
Weaveaweb	£192.00	26074	40-10-27	11328506
Brights Locksmiths	£39.77	New lock -gents toilets		
Rochford District	£625.25	88226176	30-80-12	10542560
A&J Lighting	£216.30	39885	20-19-95	93232859
A&J Lighting	£229.50	39894	20-19-95	93232859
Dunmow Training	£30.00	SI-103	60-83-01	20544821
Dunmow Training	£30.00	SI-101	60-83-01	20544821
Post office	£12.60	Stamps		
Total	£3,692.27			

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

Proposer: Cllr P Hennessy

Seconded: Cllr G Dryhurst
All in favour.

- b. Councillor Hennessy had checked the January 2026 bank reconciliation figures and approved all balances are correct.

25/376

Policies and Documents

To review and approve the following documents:

- a. **Risk Assessment** – The Clerk advised that the only amendment required was the removal of reference to a fireproof metal cabinet, as the Council no longer holds one.
Proposed: Cllr McCarthy
Seconded: Cllr Dryhurst
All in favour.
- b. **Health and Safety Policy** – No amendments were required.
Proposed: Cllr Nunn
Seconded: Cllr Dryhurst
All in favour.
- c. **Internal Methods of Control** – The Clerk highlighted amendments to the previous document including revised wording to streamline the payments process while remaining compliant with guidelines and ensuring transparency. Amendments related specifically to Items 4 and 6 of the Internal Controls.
Proposed: Cllr Nunn
Seconded: Cllr McCarthy
All in favour.
- d. **Publication Scheme** – No amendments were required.
Proposed: Cllr McCarthy
Seconded: Cllr Hennessy
All in favour.
- e. **Asset Register** – The Clerk advised that the defibrillator located in South Farnbridge and the TV monitor screen in the office needed to be included.
Proposed: Cllr McCarthy
Seconded: Cllr Nunn
All in favour..
- f. **Data Protection and Privacy Policy** – No amendments were required.
Proposed: Cllr Nunn
Seconded: Cllr Dryhurst
All in favour.
- g. **IT Policy** – This is a new policy for the Council, based on NALC guidance but adapted to suit the Council's requirements. It was noted that, considering Assertion 10, the policy will require further detailed review.
- h. **Proposal:** To adopt the IT Policy, subject to further discussion later and amendment as necessary in line with Assertion 10.
Proposed: Cllr Chittenden
Seconded: Cllr Nunn
All in favour.

25/377

Health and Wellbeing

Cllr McCarthy reported that he had attended the RRAVS AGM and provided Members with an update. He advised that a Network Day is scheduled to take place shortly, which will be attended by a number of community groups and will include presentations from the NHS.

Cllr McCarthy also confirmed that he had collected a range of information leaflets from various organisations for Councillors to review.

25/378

Farnbridge Road- Large Vehicle and signage concerns.

Cllr Nunn reported that there has been an increase in large vehicles using Farnbridge Road, including articulated lorries which are proceeding along the road unaware that they are unable to cross the river. It was noted that residents have approached Cllr Nunn to ask whether additional signage could be installed.

It was suggested that photographs, relevant details (including what3words locations) and a brief supporting narrative be obtained. This information will be forwarded to the Clerk to report the matter to Essex County Council.

25/379

Street Lighting

Cllr Nunn advised that the area outside Ashingdon School is particularly dark. It was noted that there are some telegraph poles in place; however, these do not currently have lighting installed. The Clerk confirmed that A&J Lighting had been contacted for initial advice. It was noted that permission would be required from NPower, and that the estimated cost for a new column and light

fitting, supplied and installed, would be in the region of £2,000–£2,500. This estimate does not include the cost of electricity supply or connection, for which a separate quotation would be required from NPower.

Cllr Nunn confirmed that she would contact Cllr D Belton to discuss the matter further and advise that Ashingdon Parish Council is supportive of progressing the proposal.

25/380 Ashingdon School

Speed restrictions.

Cllr McCarthy raised concerns regarding vehicle speeds along the stretch of road near to Ashingdon School and commented that the current situation presents a significant safety risk. Councillors discussed whether measures could be pursued to reduce vehicle speeds, including relocating the 40mph to 30mph transition point to the bend, installing advance “School Ahead” warning signage, and implementing a 20mph limit when the pedestrian crossing is in operation.

It was agreed that Cllr McCarthy would prepare a supporting narrative, together with photographs and relevant what3words locations, and forward this to the Clerk to submit to Essex County Council. Cllr McCarthy will also contact the Speedwatch team regarding the matter.

25/381 To receive a report from the representatives for the following outside committees/working groups:

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

Quiz night Friday 10th April-fully booked.

“Lets Dance” Saturday 20th June.

“Traitors” Saturday 27th June

(b) Rochford Hundred Association of Local Councils –

The next meeting is in April.

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

Footpaths on Wallasea Island are virtually finished and are available to everyone.

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

Attended a meeting in Rayleigh and it was not clear if the present team would continue in place due to local government changes and finance.

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

No report.

25/382 Training and Events

25/383 Items from Councillors to be added to next agenda.

Next Parish Council Meeting to be held on Monday 13th April 2026 at 7.30pm.

Meeting closed at 9.30pm

Chairman's Signature

Date:

