

## ROCHFORD PARISH COUNCIL

Parish Council Rooms  
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Clerk to the Council: Mrs. J. V. Rigby *Cert. HE Local Policy*

### Minutes of a meeting of the Community Projects held on Wednesday 15<sup>th</sup> May 2019 in Rochford Parish Council Rooms

**Present:** Cllrs. B. Fox, Mrs. K. Ilott, Mrs. K. Parker, T. Fransen, A. Williams, P. J. Stanton, Mrs. M. Weir  
**Clerk:** Mrs. J. Rigby  
**Deputy Clerk:** Mrs. S. Faulkner

- CP1/19 **Election of Chairman for the year 2019/20**  
Cllr. Mrs. K. Parker was elected Chairman for the year (proposed Cllr. A. Williams, Seconded Cllr. T. Fransen)
- CP2/19 **Appointment of Vice Chairman for the Year 2019/20**  
It was **Agreed** that Cllr. Mrs. J. McPherson is appointed Vice Chairman (Proposed Cllr. A. Williams, seconded Cllr. T. Fransen)
- CP3/19 **Apologies for absence**  
Apologies were received and accepted from Cllrs. Mrs. J. McPherson, Mrs. R. Efde, and Mrs. L. Utz (all for personal reasons)
- CP4/19 **Declarations of Interests-**  
Cllr. Mrs. K. Parker declared a pecuniary interest in the Christmas Lights and Event.
- CP5/19 **Minutes of the Meeting held on 10<sup>th</sup> April 2019**  
The Minutes of the meeting were approved as a true record of the meeting and signed by the Chairman.
- CP6/19. **Update on Actions since the last meeting** – all items as included on the Agenda.
- CP7/19. **Working Groups**  
CP7/19.1. The following working parties were set up and the Terms of Reference **Agreed**:-
  - Christmas Lights and Event – Cllrs. A. Williams, Mrs. M. Weir, Mrs. J. McPherson, Mrs. K. Parker plus representatives from the Chamber of Trade.
  - Art Trail – Cllrs. T. Fransen, B. Fox
  - Event in the Market Square – Cllrs. Mrs. K. Parker, Mrs. J. McPherson, A. Williams, Mrs. M. Weir.
  - Communications and Publicity – Cllrs. M. Softly, Mrs. M. Weir, T. Fransen, Mrs. J. McPherson
- CP7/19.2 Reports from the Working Parties were received as follows:-
  - Christmas Lights and Event – the next meeting will be held on 19<sup>th</sup> June at 1830. It was **Agreed** that the cancellation insurance policy would not be taken out.

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12/6/19

CP150519

- Art Trail – the Co-ordinators report was received and noted. It was reported that she has been informed of the correct procedure for any financial applications.
- Event in the Market Square - meeting to be arranged.
- Communications and Publicity – report received and noted. The staff will check on the requirements for an Accessibility Statement.

CP8/19

### Community Initiatives

- CP8/19.1 A report on activities run by Footprints Community Group was received.
- CP8/19.2 CCTV – viability of this is still being investigated.
- CP8/19.3 Flag Pole/Bunting – The planning application for the Flag Pole had been accepted and was out for consultation. The verbal report on the situation regarding the bunting was noted.
- CP8/19.4 AED – It was **Agreed** to install the AED at the Parish Rooms, and if necessary, purchase a further one for siting in the Square.
- CP8/19.5 Coffee with Cops – dates for this had been confirmed up to July.,
- CP8/19.6 Citizen of the Year - the criteria was **Agreed** and nominations invited.

CP9/19

### Planning Applications

The following applications were received and comments made:-

#### 19/00101/FUL 19 Aviation Way

Proposed extension above existing roof and to the front of existing office building to provide new entrance and additional floor of office space – **Members had no objections to this application**

#### 19/00310/FUL 2 West Street

The retention of an automated teller machine – **Members had no objections to this application.**

#### 19/00344/FUL Tilneys Hall Road

Proposed detached garage to front with workshop above – **Members were concerned as to whether this was allowable within the Metropolitan Green Belt.**


CP10/19.

### Finance

- CP10/19.1 There were no financial statements available due to the Year End closure.

There being no further business, the meeting closed at 2020

Janice V. Rigby  
Clerk to the Council

  
12/6/19