



# MINUTES OF PARISH COUNCIL MEETING

held on Wednesday 1<sup>st</sup> February 2017  
in the Parish Council Rooms, West Street  
Rochford, commencing at 7.30pm

**Present:** Cllrs. Mrs. K. Amber, J. Ashton (Vice Chairman), D. Brown, L. Bruncker, Mrs. G. Gibson, J. Gibson, Mrs. J. McPherson, Mrs. W. Moss, M. Softly, PJ Stanton, Mrs. M. Weir, A. Williams (Chairman)  
**In attendance:** District Councillor M. Steptoe  
**Clerk:** Mrs. J. V. Rigby

125/16 **Apologies for Absence**

- Apologies were received from Cllrs. D. Avery (personal commitment), R. Bacon, (medical reason), Miss M. Lamb (personal commitment). Mrs. A. Simpkin (personal reason) J. Cottis (personal reason)

126/16 **Declarations of Interests:**

None declared.

127/16 **Minutes of the Meeting held on 4<sup>th</sup> January 2017**

The non-confidential minutes were approved as a true record of the meeting and signed by the Chairman.

128/16 **Chairman's Announcements –**

The Chairman reported that there is a photo call outside St Teresa's School on 2<sup>nd</sup> February, highlighting the problems with the street and pedestrian crossing lighting in the area.

He reminded members about the Farmers Market on 4<sup>th</sup> February.

129/16 **Finance**

No Finance Committee meeting had taken place.

130/16 **Clerk's Report**

The Clerk presented her report, which included:-

- a) A list of events she had attended in January and Proposed for February.
- b) Parish Networking Event – A report of this Event was received.

131/16 **Questions from the Public:** - There were no members of the public present

132/16 **Report from District/County Councillors –**

County Cllr. Seagers had sent apologies.

Cllr. Steptoe gave a report on the following: -

- The future of the Old House in South Street, which will possibly be a wedding/civic ceremony venue. However, the tours will be continuing and may be expanded.

- The idea of having a Rochford District Calendar with photos provided by the Parish/Town Councils was being discussed. Any proceeds from this project could possibly go towards the Dementia Action Alliance.
- Two public information events for the major roadworks at the Fairglen Interchange will be taking place on 15<sup>th</sup> and 16<sup>th</sup> February.

133/16 **Councillor Training**

133/16.1 The Calendar of Training Courses was received.

133/16.2 Cllrs. M. Softly and Mrs. M. Weir will be attending the Highways briefing on 28<sup>th</sup> February

134/16 **Questions (pursuant to SO 7:1) and Reports of Committees.**

134/16.1 The Report on the Strategic Plan was received and discussed. A further Strategic Planning session will be arranged in April. Members have asked to be consulted on the content and how the session is organised.

134/16.2 The Unapproved Minutes of the following Committee meetings were received and all recommendations therein ratified: -

a) Events and Media Sub-Committee – 18<sup>th</sup> January 2017

Matters arising: -

The next Events meeting will take place after the Finance Committee meeting on 8<sup>th</sup> February. Discussion took place about the viability of the proposed May Fayre and it was proposed by Cllr. Mrs. G. Gibson, seconded by Cllr. P. J. Stanton that the May Fayre 2017 is cancelled. An alternative community event, similar to that held in 2016 will be organised at St Marks Hall. This proposal was **Agreed**.

b) Planning Committee – 18<sup>th</sup> January 2017

c) Community Projects Committee – 18<sup>th</sup> January 2017

d) General Purposes Committee – 25<sup>th</sup> January 2017. Matters arising: -

LHP Bids will be submitted for the upgrade to the crossing at St Teresa's School, and the 20mph speed zone. All applications are to be copied to Cllr. Steptoe.

Any documentation relating to the lease for Back Lane Toilets must be presented to Full Council for ratification.

e) Cllr. D. Brown mentioned that Finance Committee meetings have had to be cancelled due to lack of attendees. It was **Agreed** to review the Committee Structure in time for the Annual Parish Council meeting in May. This could be included in the Strategic Planning Day.

134/16. **Reports from Representatives to Outside Bodies**

a) Rochford Hundred Assn. Of Local Councils - Cllrs. Mrs. M. Weir, PJ Stanton, Clerk. – The draft minutes of the meeting held on 19<sup>th</sup> January were received.

b) Old Peoples Welfare Committee Cllr. Mrs. W. Moss - minutes were available.

c) Rochford & District Chamber of Trade – Cllrs. J. Ashton, A. Williams.

d) Transport Representatives Meeting - Cllr PJ Stanton –No meeting

e) Police Community Meeting – Cllrs. J. Gibson, L. Bruncker, Clerk. No further meeting dates had been notified. A Report on the last meeting was received. Cllr. A. Williams will speak with Insp. Caulfield to ascertain the plans for future meetings.

- f) Wallasea Island Liaison Group – PJ Stanton. A verbal report on the previous meeting was received.
- g) Larger Local Councils Forum – The next meeting will be held on 21<sup>st</sup> February.
- h) Rochford Town Team. – A verbal report on the Focus Group Meetings was received.

135/16 **Correspondence**

The following was received:-

- Letter from District Cllr. Mrs. Shaw – noted.

136/16 **Any motions received in the order of proper notification – None**

137/16 **Streetlighting Outages/Highway Issues –**

138/16 **Consultative Documents – none received**

139/16 **Planning Applications**

The following application was received and comments made: -

**17/00024/FUL** 28 Shetland Crescent, Rochford  
Construct Single Storey Side and Rear Extension. – **No objections**

It was **RESOLVED** under SO 23:1 “That in view of the special nature of the business about to be transacted, it is the opinion of this Council advisable in the public interest that the public (and press) be temporarily excluded and they are instructed to withdraw”

140/16 **Staffing Committee**

The unapproved minutes of the meeting held on 25<sup>th</sup> January 2017 were received.

There being no further business the meeting closed at 2055

Janice V. Rigby  
Clerk to the Council