



MINUTES OF PARISH COUNCIL MEETING

held on Wednesday 1st June 2016
in the Parish Council Rooms, West Street
Rochford, commencing at 7.30pm

Present: Cllrs. Mrs. K. Amber, D. Brown, , J. Cottis, Mrs. G. Gibson, J. Gibson, Miss M. Lamb, Mrs. W. Moss, PJ Stanton, , Mrs. M. Weir, A. Williams (Chairman)
In attendance: County Cllr. C. Seagers, one candidate for co-option,
Clerk: Mrs. J. V. Rigby

25/16 **Apologies for Absence/Co-option to the Parish Council**

25/16.1 Apologies were received from Cllr. D. Avery (personal reason), M. Softly (holiday) Mrs. A. Simpkin (personal reasons) and District Cllr. M. Steptoe.

25/16.2 The candidate for co-option was interviewed by members.

It was noted that the candidate did qualify under the three mile rule this was supported by documentary evidence. Cllr. D. Brown took the Chair for this item, as Cllr. Williams worked with the applicant on various community groups.

26/16 **Declarations of Interests:** - Cllr. A. Williams declared an interest in the co-option (as recorded in Minute 25/16.2)

27/16 **Minutes of the Annual Parish Council Meeting held on 4th May 2016**

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

28/16 **Chairman's Announcements –**

The Chairman mentioned the Farmers Market on Saturday 4th June.

29/16. **Finance**

29/16.1 The minutes of the Finance meeting held on 11th May 2016 were received. It was noted that new members are needed for the Finance Committee.

29/16.2 It was **Agreed** to enquire whether Cllr. D. Avery will continue as the reconciliation verifier for the time being.

29/16.3 The Annual Governance Statement for the year ended 31st March 2016 was approved for signature by the Chairman.

29/16.4 The Accounting Statements for the year ended 31st March 2016 were approved for signature by the Chairman. The Clerk and her Assistant were commended for their excellent work with regarding to the Accounting procedures.

30/16 **Clerk's Report**

The Clerk presented her report, which included:-

- a) A list of events she had attended, and were planned for June.

31/16 **Questions from the Public:** There were no members of the public present. .

32/16 Report from District/County Councillors –

County Cllr. Seagers gave a report on County issues and answered questions regarding Highways issues.

33/16 Councillor Training

33/16.1 Notification of the following training courses was received:-

- (a) The EALC Course Schedule for June and July.
Cllr. Mrs. K. Amber will attend the Councillor Training on 12th July.
Cllr. Miss M. Lamb will attend the Councillor Training on 5th and 12th July.
- (b) RDC Courses:-
Highways Panel – 14th July – Rayleigh – Cllr. K. Amber to attend
Chairmanship Skills – 7th July – Rayleigh
Business Continuity – 29th June – Rayleigh

34/16 Questions (pursuant to SO 7:1) and Reports of Committees.

The following unapproved minutes were received:-

34/16.1 Events and Media Sub-Committee – 18th May 2016

34/16.2. Planning Committee – 18th May 2016.

34/16.3 Community Projects Committee -18th May 2016

34/16.4 General Purposes Committee - 25th May 2016 Matters arising:-

The Clerk will give a demonstration of how to report Highways Issues on the County Website at the next meeting.

35/16. 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 21st April were received. The next meeting will be the AGM on 14th July in Rayleigh
- b) Old Peoples Welfare Committee Cllr. Mrs. W. Moss - minutes were available.
- c) Rochford & District Chamber of Trade – Cllrs. J. Ashton, A. Williams – no meeting.
- d) Transport Representatives Meeting - Cllr PJ Stanton – Email regarding a future meeting and Bus Fares Consultation were received.
- e) Police Community Meeting – Cllrs. J. Gibson, L. Bruncker, Clerk. The next meeting will be held on 9th June 2016 at 7pm in the Parish Council Rooms.
- f) Wallasea Island Liaison Group – PJ Stanton – No meeting
- g) Larger Local Councils Forum –Cllr. Clerk – It was reported that the next meeting will be held on 7th July in Epping. Cllrs. Mr. & Mrs. Gibson hope to attend this meeting.
- h) Rochford Town Team. – A verbal report on the meeting held early in the evening was received. The Town Team members wish to work more closely with the Chamber of Trade and Parish Council.

36/16 Correspondence

No general correspondence had been received.

37/16 **Any motions received in the order of proper notification – None**

38/16 **Streetlighting Outages/Highway Issues – none reported**

39/16 **Consultative Documents – none received**

40/16 **Planning Applications**

The following Planning Applications were considered:-

16/00363/ADV Unit adjacent Harrier House Aviation Way Rochford
Proposed free standing non-illuminated sign – **Members had no objections to this application.**

16/00409/FUL Land between the Athenaeum Health Club and Cherry Orchard Way
Construction of a new car showroom, with drive through service lane, external landscaping, parking areas, vehicle display areas, valeting facilities and associated roadways. – **Members had concerns about the access to this site.**

16/00420/LDC 20 Rocheway
Application for lawful development certificate for flat roof rear dormer – **Members had no comments on this application.**

16/00415/LBC/16/00414/FUL Almshouses at 90 to 100 West Street Rochford
Demolish existing flat roofed additions and construct single storey pitched roof extensions and alterations – **Members had no objections to this application, subject to listed building and conservation area regulations.**

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”

41/16 **Confidential Minutes**

The following Minutes were received.

- a) The Confidential Minutes of the Annual Parish Council meeting held on 4th May 2016 were approved as a true record of that meeting and signed by the Chairman.
- b) General Purposes Committee 25th May, together with subsequent emails It **Agreed**, (proposed by Cllr. D. Brown, seconded by Cllr. Mrs. K. Amber) to reduce the reserve on the Stambridge Road site to £140,000. **Clerk to inform Auctioneers.**

42/16 **Co-option**

A Vote was taken on the candidate for co-option. The applicant was successful, (Eight members voted in support, two members abstained).

There being no further business the meeting closed at 8.41

Janice V. Rigby
Clerk to the Council