



## ROCHFORD PARISH COUNCIL

Parish Council Rooms

West Street

Rochford

Essex SS4 1AS

Telephone/Fax: 01702 540722

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

### MINUTES OF A MEETING OF THE GENERAL PURPOSES COMMITTEE HELD ON WEDNESDAY 20<sup>th</sup> FEBRUARY 2019

**Present:** Cllrs. R. Bacon, B. Fox, T. Fransen, Mrs. K. Ilott, P.J. Stanton (Vice Chairman), Mrs. M. Weir (Chairman), A. Williams

**In attendance:**

**Clerk:** Mrs. J. V. Rigby

GP116/18 **Apologies for Absence r.**

GP116/18.1 Apologies were received and accepted from Cllr. R. Tout (personal reason)

GP117/18 **Declaration of Interests:**

Cllrs. R. Bacon, B. Fox, and T. Fransen declared interests in Agenda Item 4 (Allotments) by virtue of being allotment tenants

GP118/18 **Minutes of the Meeting held on 23<sup>rd</sup> January 2019**

The minutes were approved as a true record of the meeting and signed by the Chairman

GP119/18 **Allotments**

GP119/18.1. Issues regarding Tenants

- The general report was received and noted.

GP119/18.2 Issue regarding a new Tenant

A report on this issue, together with copies of the exchange of emails with the office was circulated to members.

Cllr. T. Fransen challenged the Clerk's version of events and produced an email from the tenant (with personal details redacted) to him personally giving a version of the events which in some ways did not correlate with the emails the Clerk held. Cllr. Fransen also requested that the Clerk apologised to him and changed her report.

The Clerk reiterated that the correct procedures for handling complaints and the Councillor/Employee protocol (which had been approved by the Staffing Committee and would be presented to Full Council) were not followed and that she interpreted the email from Cllr. Fransen as a direct instruction.

Cllr. Fransen also stated that he would be raising the matter with the Staffing Committee and continued to challenge the Clerk's report.

Members felt that the discussion should be halted, and the Committee Chairman reminded those present that the correct procedures should be followed at all times.

GP119/18.3 The issues of the keys was discussed and if was **Agreed** that for the time being, the gate at the Rocheway end should remain unlocked. (Proposed Cllr. P. J. Stanton, seconded Cllr. A. Williams)

GP119/18.4 Community Allotments

It was confirmed that the books had been ordered.

GP119/18.5 Water Supplies

It was reported that there is a major issue with the water supplies which has resulted in a large bill being received. This will need to be closely monitored once the new system is installed.

GP120/18 **Ashingdon Greensward –**

It was reported that no parking signs had been installed in the roadway opposite Holt Farm School.

GP121/18 **Back Lane Toilets**

A general report on the toilets was received. It was noted that a Maintenance Agreement with Healthmatic would be investigated. **Clerk to contact Healthmatic.**

GP122/18 **Bus Shelters/Services – No issues**

GP123/18 **Doggetts Wildlife Area**

GP123/18.1 It was noted that the Conservation Volunteers will be at the site on 17<sup>th</sup> March 2019.

GP124/18 **Highways/Footpaths**

GP124/18.1 The letter from ELS re. the Claimed Footpath was received and noted. It was **Agreed** that a public enquiry on this matter should be requested. Cllr. Mrs. Weir was prepared to represent the Parish Council at any enquiry.

GP124/18.2 The email from RDC regarding the Salt Bin in the Square was received. Members agreed that they would like this to remain, particularly as the Market Square card park is not in the normal road salting schedule.

GP124/18.3 The Clerk was requested to send the link for the Library Consultation to members.

GP125/18 **Market Square/Horse Trough**

It was reported that the structural testing would be taking place shortly. Following receipt of this report the license application will be submitted to Essex County Council

GP126/18 **Parish Seats –** There were no issues regarding Parish Seats.

GP127/18 **Planning**

The following applications were received and discussed: -

**18/01054/FUL 53 Pollards Close**

Convert part of carport to habitable accommodation – **Members had no objections to this application.**

GP128/18 **Rochford Lawn Cemetery**

GP128/18.1 It was report that there had been two full burials since the last meeting.

GP128/18.2 A working party meeting will take place on 11<sup>th</sup> March at 12 noon in the Parish Council Rooms.

GP129/18 **Street lighting – no issues**

GP200219

GP130/18 **Town Clock –**

GP131/18 **Items referred from Full Council/Other matters.**

GP132/18 **Budgets**

GP132/18.1. The Income and Expenditure figures for the year up to 31<sup>st</sup> January 2019 were received.

GP132/18.2 The Risk Assessment was received and agreed

GP133/18 **Items for Inclusion in next Agenda**

Raised beds at allotments and provision of a plot for less abled tenants.



Janice V Rigby  
Clerk to the Council