



**Minutes of the meeting of the Full Council of
Rochford Parish Council held on
Wednesday, 10th September 2025 at 6.30 pm
at the Parish Rooms, Rochford**

In Attendance:

Councillors: James Edmunds (Chair)
Denise Crosbie
Daniel Efde
Mark Hammond
Doug Hanser
Robert Howat
Paul Nash
Shelley Taylor
Mark Vallance
Myra Weir
Graham Whitehead
Arthur Williams (Vice Chair)

Clerk: Emma Terris

In Attendance: Laura Buckley-Hills
James Faulkner

There were no members of the public present.

51/25 To receive apologies for absence

Apologies for absence were received from Cllrs Thomas and Cottis.

The Chair advised that Cllr Hammond has resigned as a councillor.

52/25 To receive any Declarations of Interests

Cllrs Williams and Efde declared an interest in any matters relating to Rochford District Council.

Cllr Efde declared an interest in agenda item 56/25.

53/25 To approve the minutes of the Parish Council Meetings

The minutes of the Full Council meeting held on 9th July 2025, and the Extraordinary Full Council meeting held on 16th July 2025 were **agreed** by all Councillors and signed by the Chair.

54/25 Questions from members of the public who are registered on the Electoral Roll as resident of Rochford Parish (maximum of 15 minutes, Chairman only to reply)
There were no members of the public present.

55/25 To receive reports from County/District Councillors (maximum of 10 minutes, Chairman only to reply)
Cllr Efde reported that The Freight House has been listed as an Asset of Community Value. Councillors expressed their appreciation to Cllr Crosbie for work undertaken on this.

56/25 The Parish Rooms and Kings Head
Cllr Efde declared an interest and withdrew from the meeting for this item.

56/25.1 To discuss usage of The Parish Rooms and The Kings Head to determine whether there is a need for council office accommodation to be reviewed.

A detailed discussion took place regarding the suitability, safety, and accessibility of The Kings Head Office compared to The Parish Rooms. It was noted that members of staff have raised the following concerns regarding working at The Kings Head which includes lone working and security due to the single exit, vulnerability of the front door, lack of intruder alarm, fire safety and safeguarding. The following options were considered by Members:

- Remain at The Kings Head with improved security measures;
- Return to The Parish Rooms; or
- Explore alternative premises within Rochford

It was **agreed** that the Clerk will investigate the options and obtain costs for rental, running costs and security upgrades. It was further **agreed** that the Clerk contacts the Fire Brigade to undertake a fire safety inspection of The Kings Head premises.

56/25.2 To discuss and possibly agree to rent out the office space in The Parish Rooms on either a temporary or permanent basis.

The Clerk advised that two not-for-profit organisations have approached the Council regarding short-term rental opportunities. It was agreed to grant delegated authority to the Clerk to negotiate a short-term rental on a monthly basis, Monday to Friday up to 5.00 pm with one parking space allocated per office. This was passed by a majority with one Member voting against and one abstention.

57/25 Parish Assets
It was agreed that a Working Party consisting of Cllrs Crosbie, Weir, Hanser, Whitehead, Edmunds and Williams, is established to review existing parish assets as well as those held by Rochford District Council.

The Clerk advised that Rochford District Council have agreed to remove the clause regarding annual rent reviews on the Rose Garden's Heads of Term. A member queried the nuisance clause included in the Heads of Term. It was **agreed** that the Clerk will

contact Rochford District Council to find out if this clause can be removed.

58/25

Planning Matters

58/25.1

Planning Applications Received

The following planning applications were considered:

25/00601/FUL – 2 Ashingdon Road, Rochford, Essex SS4 1NJ

Proposed internal alterations and replacement windows and doors. **No objections**

25/00566/FUL – 3A Weir Pond Road, Rochford, Essex SS4 1AH

First floor rear extension and internal alterations. **Provided conservation restrictions are followed, members had no objections**

Cllr Efde declared an interest in withdrew from the meeting for this item

25/00531/FUL – Cherry Orchard Lane, Rochford, Essex

Siting of agricultural/horticultural workers mobile home including enclosed garden and parking provision. **No objections**

25/00538/FUL – Doggetts Farm, Doggetts Chase, Rochford, Essex

Change of use of existing agricultural buildings to manufacturing and assembly plant (Use Class B2), including office, welfare (Use of Class E) and training space (use Class F1) and associated parking and landscaping. Extensions to Hemp Barn to create additional covered storage area and welfare facilities. **Objection. Members had serious concerns regarding infrastructure coping with the increased traffic generation, highway safety and vehicular access.**

58/25.2

To discuss and possibly agree following recommendation from the Finance Committee to establish a Planning Committee which would have sole responsibility to review and comment on planning applications

Members **agreed** to establish a Planning Committee to consider major housing or change of use of heritage assets. The membership of the committee was **agreed** as follows: Cllrs Hanser, Weir, Crosbie, Edmunds and Whitehead.

To consider any matters of a confidential nature.

(SO: 23:1 the public and press shall be admitted to all meetings of the council or of a committee which may, however, temporarily exclude the public or press or both by means of the following resolution, viz: "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 were instructed to withdraw”)

59/25 Staffing Update

59/25.1 Clerk's Appraisal

Cllr Taylor informed Members that the Clerk's three-month probation review has been undertaken and objectives on track.

59/25.2 Grievance

Cllr Taylor informed Members that the Grievance was partially upheld with recommendations made to improve internal processes.

With there being no further business to discuss, the Chair thanked everyone for attending. The meeting closed at 8.16 pm