



**Minutes of the Extra-Ordinary Parish Council Meeting of
Rochford Parish Council held on
Wednesday, 25th February 2026 at 6.00 pm
at the Parish Rooms, Rochford**

In Attendance:

Councillors: James Edmunds (Chair)
Denise Crosbie
Erroll Houston-Bailey
Rodd Hubbard
Paul Nash
Linda Thomas
Graham Whitehead
Arthur Williams (Vice Chair)

Clerk: Emma Terris

There were no members of the public present.

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- 142/25 To receive apologies for absence**
Apologies for absence were received and accepted from Cllrs Brown, Bryceland, Cottis, Edwards, Efde, Hanser, Howett, Vallance and Wier and District and County Councillor Steptoe.
- 143/25 To receive any Declarations of Interests**
Cllr Edmunds declared a pecuniary interest in Item 8 Freight House. Cllr Williams, Vice Chair, will chair the meeting for this agenda item.

Cllr Williams declared an interest in any matters relating to Rochford District Council.
- 144/25 To agree to defer approval of the minutes of the meeting held on Wednesday, 11th February 2026**
It was **agreed** to defer the approval of the minutes of the meeting held on Wednesday, 11th February 2026 to the next Full Council meeting which will be held on Wednesday, 11th March 2026.
- 145/25 Questions from members of the public who are registered on the Electoral Roll as residents of Rochford Parish (maximum of 10 minutes, Chairman only to reply)**
There were no members of the public in attendance.
- 146/25 To discuss and possibly agree for Rochford Parish Council to lead the bid for the UK Town of Culture Competition**
The Clerk advised that the Parish Council have been approached by Bayo Alaba MP
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regarding the Parish Council supporting the bid for the Town of Culture competition with a view to Rochford Parish Council taking the lead on the bid. Cllr Williams proposed that Rochford Parish Council is the lead authority and works with Rochford District Council. Bayo Alaba MP and stakeholders, in regard to the bid for the UK Town of Culture Competition and that the Clerk is given delegated authority to move forward with this. This was seconded by Cllr Nash and unanimously carried.

147/25 To discuss and possibly agree for Rochford Parish Council to take over the assets held by the Town Team

The Clerk advised that Mr Durham has approached the Parish Council in regard to taking over the assets of the Town Team, which include the tapestries and the website. The Chair proposed that the council works with Town Team to take over the assets in order to preserve the assets for future generations of the District and Parish. This was unanimously agreed.

148/25 Date and time of next meeting

Wednesday, 11th March 2026 at 6.30 pm at The Parish Rooms

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”)

149/25 Staffing Update

The Clerk withdraw from the meeting for this agenda item.

Cllr Hubbard, Chair of Staffing, advised that due to an increase in work required to be undertaken the Clerk has approached him regarding increasing her working hours. It was agreed that a Staffing Committee meeting will be arranged for week commencing 2nd March 2026 where proposals will be discussed with a view to recommending a proposal to the next Full Council meeting.

150/25 The Freight House

At 7.00 pm Cllr Edmunds withdrew from the meeting. Cllr Williams chaired the meeting.

The Clerk informed Members that following the submission of the Expression of Interest in regard to The Freight House, she had been invited to two meetings with Clarity, the organisation appointed to manage the Expression of Interest process on behalf of Rochford District Council. The Clerk advised that she is not sure of the next steps in the process but sought agreement to engage with Rochford District Council and their partners in regard to the process, should there be a need for further dialogue. Cllr Crosbie proposed that delegated powers are given to the Clerk to engage with Rochford District

Council in regard to the Expression of Interest process. This was seconded by Cllr Houston-Bailey and unanimously carried.

At 7.09 pm the Chair returned to the meeting. The Chair thanked everyone for attending the meeting and the meeting was closed at 7.10 pm.