



**MINUTES OF  
ANNUAL PARISH MEETING  
held on  
Thursday 29<sup>th</sup> May 2025  
At 7.30 pm  
At the Women's Institute Hall**

- 1/25 Introduction**  
The Chair Cllr James Edmunds opened the meeting and welcomed ever to the meeting.
- 2/25 Housekeeping**  
The Clerk went through the Housekeeping for the Hall and the meeting. Introduced the staff Clerk, Sally Faulkner, Administrators James Faulkner and Laura Buckley-Hills.
- 3/25 Chairman's Welcome**  
The Chairman welcomed those present to the meeting.
- 4/25 Minutes of the Annual Parish Meeting 30<sup>th</sup> May 2024**  
The Minutes were approved and signed by the Chairman.
- 5/25 Chairman's report**  
This was given by Cllr Arthur Williams as the previous chairman.
- 6/25 Presentations were received from the Chair, Vice Chair and Clerk covering:-**
- Planning applications and how the council can respond.
  - What is a Section 106?
  - Community Infrastructure Levy
  - Affordable Housing
  - Neighbourhood Plan
- 7/25 Local Government Reform and Devolution**
- 8/25 District Assets**  
As part of the above reform and devolution several District Council Assets may be available for the Parish to take over. Following a show of hands it was agreed to investigate in the following order.
- Freight House and Rochford Reservoir
  - Old House South Street, Cherry Orchard Park and Doggetts Recreation Ground
  - Tellytubbies (Millview Meadow Open Space)
- It was confirmed that the Parish Council is going ahead with the Open Space in Southend Road and a volunteers meeting will be held.  
ECC Mike Steptoe advised that there might also be some Essex County Council Assets, and he will pass these to council as soon as possible.

**9/25 Items Raised by Parishioners**

Suggestions of how these assets could be used in the future.

- Could small road bumps be considered as we are in a conservation area.
- Sort two blind spots, one in North Street the other Quay Lane.

Cllr Steptoe said he would take these two items forward with County Council

**10/25 Chairman to close the meeting**

Chairman thanked everyone for attending and formally closed the meeting.

Cllr Edmunds advised that the presentations were available as handouts

There being no further formal business the meeting closed at 20:46.

Some residents remained behind to chat to the Parish, District and County Councillors as well as the Member of Parliament.

It is hard to believe another year has passed.

As a Parish we try very hard not to be political and work as a team, everything said is the view of the council not the individual councillors.

The council has worked hard this year to try and ensure our assets are looked after and still be able to put on Parish Events despite ever increasing costs.

The Parish has worked in partnership with the Women's Institute to enable information days to take place, if there were other organisations which you would like to have a place or hear from, please contact the office.

Our Christmas festival was slightly different last year and is evolving again, so without spoiling anything just watch this space.

These events could not be run without the hard work of Councillors at committee level planning everything and helping on the day as well as our staff ensuring all happens when it should and guiding us through the mass of paperwork to ensure we meet all statutory requirements.

Rochford Parish is going through a period of change not only with Local Government Reform and Devolution but also with staff changes, and Councillors taking on different responsibilities so a learning curve for us all.

As ever we really need volunteers to help with parish events and who knows you may even decide to get a bit more involved and stand as a parish councillor, we currently have 15 out of a possible 17.

Most importantly we would encourage you the parishioners to engage with us, keep an eye on the our website ([www.rochfordparishcouncil.gov.uk](http://www.rochfordparishcouncil.gov.uk)) and facebook (<https://www.facebook.com/Rochford-Parish-Council-1527222967594821>), talk to us via messenger chat, email, or pop into the office and speak to our staff.

I would like to thank to those who supported me in the role over the last few years and as we start a new year, I am pleased to hand over the Chairman's role to Cllr James Edmunds. As the vice-chair this year, I hope to still be involved in all the parish does.

Arthur Williams  
Chair  
Rochford Parish Council 2024/25