



**Rochford District  
Council**

## **East Area Committee**

### **agenda**

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***Date***

**4 September 2008**

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***Time***

**7.30 pm**

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***Place***

Great Waking  
Community Centre,  
High Street,  
Great Waking,  
Essex  
(See map overleaf)

**The public are welcome to attend this meeting. There is an opportunity for the public to raise issues under item 3 'The Community Forum' (see overleaf for how to do this)**

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***Contact***

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INVESTOR IN PEOPLE

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The agendas and minutes of meetings can be accessed via the Council's website at <http://www.rochford.gov.uk>



- Proceed into Great Waking from the direction of Rochford, along the High Street.
- The Community Centre is on the left-hand side (opposite the 'White Hart' Public House) after Mercer Avenue.
- Turn into the Community Centre car park.
- The Entrance is towards the back of the car park. Upon entering the building, take the first turning on your left.

## Dates and Venues for Future Meetings

8 October 2008	Canewdon Village Hall, Canewdon
3 December 2008	Great Wakering Community Centre
12 February 2009	St. John Ambulance Headquarters, Rochford
19 March 2009	Rochford Primary & Nursery School, Ashingdon Road, Rochford

## How to Participate in the 'Community Forum' Item

- Any issues you would like to raise at the Area Committee meeting need to be put forward during the Community Forum part of the agenda.
- To get your issue raised you must fill in a request form before the start of the Area Committee meeting. Forms can be found on the Council's website at [www.rochford.gov.uk](http://www.rochford.gov.uk) (under Council and Democracy/Area Committees) or obtained by email from [committee@rochford.gov.uk](mailto:committee@rochford.gov.uk) or by telephone on 01702 318179. The website has an online form or a form for downloading and either emailing to [committee@rochford.gov.uk](mailto:committee@rochford.gov.uk) or posting to the Committee Section, Council Offices, South Street, Rochford, Essex SS4 1BW. Alternatively, completed forms can be handed in to Council officers just prior to the start of the meeting (at which blank forms will also be available).
- In the Community Forum, dependent on the volume of questions, the lead officer will summarise the questions, and a sample will be asked at the meeting.
- Time permitting, we will try to answer as many questions as possible at the meeting, but we cannot guarantee to do so as we may not have all the information to hand.
- All issues raised will get a full response. Any issues raised up to seven working days before the date of a meeting will receive a written response at the meeting; others will either get a response at the meeting or at the subsequent meeting.

## **Members of the East Area Committee**

Chairman: Cllr T E Goodwin

Vice-Chairman: Cllr K J Gordon

Cllr Mrs T J Capon

Cllr J P Cottis

Cllr T G Cutmore

Cllr Mrs G A Lucas-Gill

Cllr C G Seagers

Cllr M J Steptoe

Cllr Mrs B J Wilkins

**Parish Representatives:** Cllr Mrs P Shaw, Ashingdon Parish Council  
Cllr Mrs I Knight, Barling Magna Parish Council  
Cllr V Newby, Canewdon Parish Council  
Cllr M Osher, Great Wakering Parish Council  
Cllr D Whittingham, Paglesham Parish Council  
Cllr Mrs M S Vince, Rochford Parish Council  
Cllr P A Capon, Stambridge Parish Council  
Mr B Summerfield, Sutton Parish Council

**Other Representatives:** Essex Police  
Essex County Council

## **Terms of Reference**

- To identify the needs of the Community through consultation and to involve the community and other appropriate bodies and advise the Executive as appropriate on such issues.
- To seek agreement from the Executive for changes to services to meet local needs that are outside the immediate responsibility and/or budget of the Area Committee in respect of, for example, refuse collection, street cleansing, Environmental maintenance, Grounds maintenance, Local parks and playing fields, Children's play areas, including seeking agreement for revenue and capital expenditure to meet any changes.
- To monitor local service delivery and to consider the outcome of such monitoring, advising the Executive and the Review Committee as appropriate.
- To make arrangements for the provision of information about local services and other information to people in the area.
- To act as a Community Forum where the Area Committee and members of the community can discuss issues of concern to them, such issues to include matters that are the direct responsibility of the Council and other issues that are the responsibility of other organisations.
- To exercise delegated authority with regard to Council functions in respect of power to create, stop up and divert footpaths and bridleways, designate cycle tracks and any other Council functions as may be delegated to it by Full Council.
- To exercise delegated authority with regard to Local Choice functions as outlined in Part C to Part 3 of the Council's Constitution.
- To exercise any executive functions as may be delegated to it by the Executive.

# **A G E N D A**

Page No

## **1 Chairman's Introduction**

To include

- Welcome
- Fire/emergency evacuation procedures
- Explanation of meeting procedure

## **2 Area Committee – Initial Business**

- Apologies for Absence
- Minutes of the Meeting held on 2 July 2008
- Declarations of Interest

Adjournment of formal meeting to enable public participation.

## **3 Community Forum**

To hear questions and issues raised by members of the public (approximately 20 minutes).

Reconvening of formal meeting.

## **4 Spotlight Issues**

- (1) Update on future primary care/GP provision within the East of the District by Margaret Hathaway, LIFT Project Director, and Ian Stidston, Deputy Director of Commissioning and Contracting (Primary Care).
- (2) Update by Lyn Harvey, District Engineer, County Highways on Highways Matters within the east area of the District.
- (3) Update by Nick Janes, Market Administrator on issues raised at the East Area Committee relating to Rochford Market. District Commander Essex Police, Andy Prophet will also be in attendance at the meeting for this item.

## **5 East Area Update**

List of updates on matters raised at previous meeting of the East Area Committee attached. 5.1-5.6

**6 Matters Arising from the Executive/Issues to Refer to the Executive.**

A handwritten signature in black ink, appearing to read 'Paul Warren', with a large, stylized initial 'P'.

Paul Warren  
Chief Executive