



**Rochford District
Council**

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**Rochford District
Council**

ROCHFORD DISTRICT COUNCIL MINUTES

1974

December

ROCHFORD DISTRICT COUNCIL

Minutes of the Recreation and Amenities Committee

At a Meeting held on 3rd December, 1974. Present: Councillors N.A. Grove (Chairman), E.H. Adcock, S.W. Barnard, R. Blackburn, C.D. Bright, J.H. Carter, M.P. Cowen, B.A. Crick, Mrs. E.M. Frank, L.H. Fudge, A.J. Harvey, D.A. Ives, M.L. Kennaugh, Miss E.M. Leggatt, E.V. Maton, G.C. Oldbury, C. Stephenson and G. Young.

Visiting: Councillors Mrs. F.E. Clayton and S.B.H. Fletcher.

MINUTES

1078. Resolved that the Minutes of the Meetings held on 22nd October and 21st November, 1974, be approved as a correct record and signed by the Chairman, subject to the insertion at Minute 1029 of the following:-

"The Eastern Sports Council expressed their willingness to assist the Council in all possible ways in connection with the proposed Swimming Pool Project. The Members agreed that Officers of the Sports Council would be invited to meetings of the Swimming Pool Panel".

APOLOGIES FOR ABSENCE

1079. Apologies for absence were submitted on behalf of Councillors L.K. Cope and A.R. Mutimer.

NON-MEMBERS ATTENDING

1080. The Chairman reported that Councillors Mrs. F.E. Clayton and S.B.H. Fletcher were attending.

CAPITAL PROGRAMME 1974 - 79.

1081. The Committee considered the draft Capital Programme of Expenditure for the years 1974-79.

RECOMMENDED (1) That the Committee's programme of Capital Expenditure for the years 1974-79 as amended by the deletion of the following schemes and the insertion of the provision of floodlights at Rayleigh Park School be approved and adopted:-

<u>Proposed Savings</u>	<u>1974/75</u> <u>£</u>	<u>1975/76</u> <u>£</u>
Rawreth Shot Allotment Site	1,650	
Hawkwell Playing Field Extension - Contract and Fees only	14,000	28,000
St. John Fisher & Rawreth Playing Field Car Parks	16,000	6,900
Rochford Playing Field Bowls Pavilion - Toilets	500	1,000
Ashingdon Playing Field - Pipe Ditch		4,275
Gt. Wakering Playing Field - Pavilion Extension		8,000
Hawkwell Playing Field - New Pavilion		5,000
Pulpits Farm, Hockley - Playspace		15,000
Hullbridge Playing Field - Pavilion Extension		16,800
Grove Road Public Openspace, Rayleigh - Pipe Ditch		2,800

Recreation and Amenities Committee

<u>Proposed Savings</u>	<u>1974/75</u> <u>£</u>	<u>1975/76</u> <u>£</u>
King George Playing Field, Rayleigh - Garage		2,400
Mill Hall, Rayleigh - Air Conditioning		10,000
Castle Hall, Rayleigh - Car Park		<u>2,500</u>
	<u>32,150</u>	<u>102,675</u>

	<u>1974/75</u> <u>£</u>	<u>1975/76</u> <u>£</u>	<u>Total</u> <u>£</u>
Original Capital Programme	171,200	196,325	367,525
<u>Less</u> Savings above	<u>32,150</u>	<u>102,675</u>	<u>134,825</u>
	139,050	93,650	232,700
<u>Add</u> Floodlights, Rayleigh Park School-Recreation Centre	<u>-</u>	<u>5,000</u>	<u>5,000</u>
Proposed Revised Capital Programme	139,050	98,650	237,700

(2) That the Policy and Resources Committee be requested to include all other items in next year's Capital Programme.

Councillor Miss E.M. Leggatt asked that her name be recorded as voting against the successful recommendation that the Rayleigh Park School-Recreation Centre be included in the Programme.

(Note:- Councillor A.J. Harvey disclosed his interest in the scheme for laying out the entrance at Ashington Playing Fields but remained in the meeting taking no part in the discussion or voting thereon). (5574)

PLAYLEADERSHIP SCHEMES 1975 (Minute 912/74)

1082. A report was submitted to the Committee but withdrawn and referred back for further details to be obtained. An amended report would be submitted to the next meeting of the Committee. (4273)

HOCKLEY WOODS

1083. The Director of Administration reported on a letter he had received from the Hockley Ratepayers Association concerning a survey they had undertaken on the condition of Hockley Woods and recommendations they had made for its improvement.

Whilst Members agreed with the Association that certain improvements to Hockley Woods were needed, they felt that because of present financial restrictions, many of the recommendations of the Association could not be implemented at this time but where improvements could be made, the Committee should consider them.

RECOMMENDED (1) That the Hockley Ratepayers Association be thanked for their observations but be informed that regretfully it will not be possible to carry out any major improvements at the present time because of the financial restrictions placed upon the Council.

92/10

Recreation and Amenities Committee

(2) That the Director of Technical Services carry out certain of the minor improvements recommended by the Association where practicable. (245)

PLAYING FIELDS

1084. At the request of the Chairman of the Committee, the condition of football pitches was considered in view of the recent bad weather. The Director of Technical Services reported that all but two of the pitches were now back in use after the heavy rain, and the condition of pitches in general was reasonable. (252)

PLAYING FIELDS - MANNING DURING ORGANISED SPORT

1085. The Committee considered the report of the Director of Technical Services concerning the two systems of manning throughout the District. In the Rayleigh section, attendants are employed to ensure facilities are ready, but in Rochford no such arrangements existed. It was felt desirable that the arrangements should be uniform throughout the District at some future date.

RECOMMENDED That the matter be deferred until sufficient finance is available. (252)

OPEN SPACE, NEVERN ROAD, RAYLEIGH

1086. The Committee confirmed the action of the Chairman in asking the Essex County Council to pass responsibility for this open space to the Rochford District Council. (205)

PUBLIC NOTICE BOARDS (Minute 225/74)

1087. The Committee considered the attached report of the Director of Technical Services.

RECOMMENDED (1) That public notice boards be provided throughout the District on the sites as scheduled with the exception of Site 5.

(2) That the proposed board at Site 11 be of the type to be erected at all other sites and no advertising be permitted on it.

(3) That negotiations take place where necessary to obtain permission for the erection of notice boards on land not owned by the Council.

(4) That the sum of £1,800 be included in the Revenue estimates for 1975/76. (4706)

SUSPENSION OF STANDING ORDERS

1088. During consideration of the foregoing item, it was,

Resolved that Standing Order 1.8 be suspended in order to permit transaction of the remaining business.

Handwritten signature

Recreation and Amenities Committee

THE ROACH AREA FAIRWAYS AND CONSERVATION COMMITTEE

1089. The Director of Administration reported as follows:-

"A request has been received from this Organisation inviting the Council to nominate a representative to sit on the Fairways Committee. It would not be advisable at this time to appoint a representative until the outcome of the Crouch Harbour Bill is known".

RECOMMENDED That no appointment be made at the present time. (216)

CONTRACTS - PROGRESS REPORT

1090. The Director of Technical Services reported on these Contracts:-

Contract No. 469. - Ashington Playing Field Pavilion.

Contractor: F.J. Capon Ltd.,

Commenced: 17th February, 1974.

Contract Sum: £69,419.12

Expenditure to 22nd October, 1974 £60,260

Forecast expenditure £71,000

Present position Practical completion achieved. Handover probable end of November.

.....

Contract No. 625. - St. John Fisher and Rawreth Playing Field Car Parks.

Estimated Contract Price £22,000

Present position Ready for tenders to be invited.

.....

Contract No. 628. - Hawkwell Playing Field Extension

Estimated price £40,000

Present position It is anticipated that tenders will be invited early in December. Contract documents are complete. Commencement is dependant upon works to be carried out by the Anglian Water Authority on widening and improving the Hawkwell Brook. An assurance has been received that this work will be completed in time to permit the Council programme to proceed unhindered.

- M/22

Recreation and Amenities Committee

SCHEDULE OF CHARGES

1091. The Committee considered the attached report of the Director of Finance on the Schedule of Charges.

RECOMMENDED That charges be increased to the figures shown in Column 6 of the report with effect from 1st April, 1975.

RAYLEIGH PARK SCHOOL - JOINT PROVISION FOR SPORT (Minutes 724/74 and 812(d)/74)

1092. The Director of Administration reported as follows:-

"No further progress has been made in respect of this matter because the Clerk and Chief Executive's Department of the Essex County Council are unwilling to advise the County to enter into a "Bramston" type agreement in a Joint Committee structure of Management, preferring a joint use agreement only".

RECOMMENDED That the County Council be again informed that this Council will only participate in the Scheme if a management structure on the basis of the Bramston Sports Centre is agreed. (6006)

DAMAGE TO CASTLE HALL

1093. The Director of Administration reported and the Committee noted details of an accident that had occurred on 25th November, 1974, by a car being reversed into the Hall.

The driver of the vehicle had accepted full liability for the accident, and repairs to the Hall would be completed as soon as possible. (962)

ACQUISITION OF LAND AT DOWNHALL AND TRYNDEHAYES ESTATE FOR OPENSOURCE PURPOSES

1094. The former Rayleigh Urban District Council had made an approach to the Ministry of Agriculture, Fisheries & Food concerning the possible purchase by the Council of 18.5 acres of this land for use as a public openspace.

RECOMMENDED That no action be taken at this time to acquire the land. (7240)

EXCLUSION OF PUBLIC

1095. Resolved that in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the Meeting for the reason that the matter about to be discussed is the subject of a confidential report.

RAWRETH SHOT ALLOTMENT SITE (Minutes 913/74, 916/74 and 1005/74)

1096. The Director of Administration reported that a letter dated 12th November, 1974, had been received from the tenant of this land indicating that he intended to give up possession on 1st January, 1975 in accordance with the Notice to Quit served upon him.

Recreation and Amenities Committee

The Director also reported on details of certain claims for compensation that had been made by the tenant which he had resisted. The Director did, however, recommend the erection of a 6ft high close boarded fence in lieu of chain link on the northern boundary of the site.

RECOMMENDED (1) That the action of the Director of Administration in resisting the claim for compensation be confirmed but that his recommendation for a close boarded fence be not accepted.

(2) That if necessary, the tenant's fruit trees be removed by the Council in order that the allotments may be laid out.

(3) That if the tenant so wishes, his name be added to the list of applicants for an allotment on this site. (4578)

14/1/24
1924

ROCHFORD DISTRICT COUNCIL

RECREATION AND AMENITIES COMMITTEE 3RD DECEMBER 1974.

SCHEDULE

OF ADDITIONAL COSTS

IF ROCHFORD AREA PLAYING FIELDS ARE FULLY MANNED FOR SPORT
AND EQUIPPED IN LINE WITH THE SYSTEM USED ON THE RAYLEIGH AREA PLAYING FIELDS

Playing Field	Extra Labour and Transport Required	Extra Equipment Required	Total Cost
Ashington	Sats. and Suns. for all year and summer £1700 evenings.	Goal post irons, nets and corner posts £350	£2050
Wakering	Sats and Suns. for football only. £750 32 weeks	- do - £280	£1030
Hawkwell	Sats. and Suns. for all year and summer £1700 evenings.	- do - £280	£1980
Hullbridge	- do - £1700	- do - £210	£1910
Rochford	32 Sats. and 52 Suns. £950	- do - £140	£1090
	TOTALS £6800	£1260	£8060

PUBLIC NOTICE BOARDS

(See Minutes 333/74 409/74 & 995/74)

THE DIRECTOR OF TECHNICAL SERVICES TO REPORT:

Public Notices in the past have been displayed upon a variety of surfaces which have included Council owned Notice Boards, Parish Council owned Notice Boards, Church Notice Boards and a variety of other privately owned places which include telephone poles.

In the Rayleigh part of the District Public Notice Boards exist outside the Council Offices, the entrance to Rayleigh Market, Websters Way Car Park, Castle Road Car Park, and Bellingham Lane Car Park. A number of other Boards exist in the ownership of the Council (upon which Public Notices may be displayed), for use related to the amenity at which the Board is provided, e.g. Rayleigh Mill Recreation Centre, Mill Hall, Old People's Day Centre Castle Road, Castle Hall, Playing Fields etc.

In the Rochford part of the area a similar situation exists but more dependance is attached to the use of Boards not owned by the Council than is the case in Rayleigh. A Council owned Public Notice Board exists outside the Civic Centre, South Street, Rochford and other boards in Council ownership exist on the various Playing Fields and other public open spaces.

It is considered that the foregoing is not a very satisfactory arrangement for displaying Notices of public concern and the Public Notice Boards - as opposed to places where Public Notices can be displayed - should be sited in prominent positions in all centres of population throughout the District. It is also suggested that each Notice Board shall be to basically the same design and should be provided on the approx. proportion of one Board to a population of 6-8,000 except in centres where the population figure is less than this, where one board should be provided notwithstanding. The following is suggested as a suitable distribution:-

Hullbridge	1.
Rayleigh	5.
Hockley	2.
Hawkwell	1.
Rochford	2.
Ashington	2.
Little Wakering	1.
Great Wakering	1.
Canewdon	1.
Stambridge	1.
Foulness	1.
Paglesham	1.

TOTAL	19.
-------------	-----

Suggested sites for the following are :-

1)	Hullbridge	-	O/S Village Hall Ferry Road	-	With agreement from Village Hall Committee
2)	Rayleigh	-	O/S Council Offices Hockley Road	-	Existing
3)	"	-	Websters Way Car Park	-	Existing
4)	"	-	Castle Road Car Park	-	Existing
5)	"	-	High Street, East End North side, wide footway	-	County Council Consent necessary
6)	"	-	Railway Station Forecourt-	-	By arrangement with British Rail
7)	Hockley	-	Outside Library Southend Road	-	By arrangement with County Council. Perhaps a combined arrangement with Parish Council.
8)	"	-	Eastern End of frontage to Pembroke House, Spa Road	-	Land in Council ownership
9)	Hawkeell	-	Western end of Hawkeell Common	-	Adjacent to Bus Stop, and telephone box. Perhaps a combined arrangement with the Parish Council
10)	Rochford	-	O/S Civic Centre, South Street	-	Existing
11)	"	-	On Traffic Island Market Square	-	In Council Ownership
12)	Ashington	-	On greensward facing- Golden Cross parade of shops.	-	By arrangement with land owners
13)	"	-	In Car Park to Village Hall and Playing Field	-	Council owned land
14)	L. Wakering	-	O/S "Evergreens", Kimberley Road	-	Adj. to bus stop in Council land.
15)	Gt. Wakering	-	In High Street opposite Mercer Avenue	-	Council owned land
16)	Stambridge	-	Within gardens of 10 Cagefield Cottages	-	Adj. to Bus Stop in Council Properties
17)	Canewdon	-	On Green area adj. to F.P. opposite Public House	-	Council owned land
18)	Foulness Court End	-	O/S Church	-	By arrangement with Ministry of Defence
19)	Paglesham East End	-	On Highway verge opp. Public House	-	County Council consent necessary

Town Planning consent is not necessary for Notice Boards providing only Public information.

The estimated cost of providing one new Notice Board of suitable dimension and quality - i.e. approx. 6 ft x 3 ft with a marine plywood base, framed in polished hardwood supported on substantial metal legs and with an inscribed capping - would be £100.

The total cost of providing all new Boards would be £1,900.

Already existing, but of a variety of designs, are six Notice Boards throughout the District. It would be possible to make use of these Boards after renovation, which would reduce the above expenditure to approx. £1,600.

Maintenance costs on 18 Boards would be approximately £10 per board - Total £190 per annum.

Minute No. 333/1974 requires the Director of Technical Services to report upon the provision of an illuminated Notice Board in the Market Square, Rochford. The only feasible site for such a Board is that referred to as No. 11 in the above Schedule and to provide illumination for such a Board would cost an additional £50.

With further regard to Site No. 11 and to Site No. 5 an approach has been received from Messrs Elton Municipal Maps Limited offering to provide free of charge (subject to the Council assisting with the erection) a double sided Notice Board on each of these sites. Each Board would be fitted with a glazed lockable Board on one side for the use of the Council and the other side would be glazed and used by Messrs Elton Maps to display a street map of the immediate area surrounded by small advertisements of Local Firms. The whole would be capped with the Council's title. The construction of the Board would be similar to that previously referred to, with the addition of suitable glazing materials. In these two cases Town Planning consent would be necessary since general advertising is involved.

Messrs. Elton Maps would carry out any repairs free of charge but would expect Council Labour to deal with cleansing. I am of the opinion that this proposal is acceptable subject to formal agreement to be prepared by the Director of Administration which would be in basic accord with a standard Agreement submitted by Messrs. Elton Maps. This Agreement contains a Clause that it shall remain in force for a period of 6 years with the option of renewal by the Licensee. Also contained is a Clause that, in the event that insufficient advertisements can be obtained to warrant the supply of Maps then the Agreement shall become null and void on service of 6 weeks notice by the Licensee.. Further, the Council shall not grant a similar License to anyone else.

Acceptance of the foregoing proposal would save approximately £200 plus approximately £10 per annum maintenance costs.

It is recommended that

- (1) Public Notice Boards be provided throughout the District on the sites Scheduled.
- (11) That Town Planning application be made where necessary.
- (11i) That Messrs Elton Maps proposals to provide and erect Notice Boards in accordance with an Agreement to be

negotiated by The Director of Administration and on Site No. 5 (Rayleigh High Street) and Site No. 11 (Rochford Market Square) be accepted.

- (iv) That negotiations take place where necessary to obtain permission for the erection of Notice Boards on lands in ownership other than the Councils.
- (v) That the sum of £1,800 (19 Boards minus £200 to be provided by Messrs Elton Maps plus £100 for the provision of illumination to Site No. 5 & No. 11) be included in the Revenue Estimate provision of 1975/76.

SCHEDULE OF CHARGES

The appended Schedule of Charges has been arranged as follows:-

1. Each type of charge (Column 1) has been split between:
 - a) Charges which are exempt from VAT
 - b) Charges where VAT is absorbed
 - c) Charges where VAT must be added
2. Column 5 shows the actual charge increased by reference to the Retail Price Index to 1st April 1974 from the date the charge was last revised as shown in Column 2.
3. The two possible charge Columns 6 and 7 reflect the charges shown in Column 5 updated by:
 - a) The average increase in the rate levied in 1974/75 over that levied in 1973/74. This now shows the charges in line with the Council's level of expenditure for 1974/75.
 - b) A forecasted increase in rates for 1975/76.

RECREATION AND AMENITIES COMMITTEE - SCALE OF CHARGES

(1) Details	(2) Date of last Revision	(3) Present Charge £	(4) Time Covered By Charge	(5) Present Charge Updated By Retail Price Index to 1.4.74. £	(6) Possible + 40% in 1974/75 £	(7) Charge + 50% in 1975/76 £	(8) Decision
<u>HIRE OF CASTLE HALL, RAYLEIGH</u>							
1) Charges - Exempt from V.A.T.	1.4.72.						
Monday to Friday - 9.00 a.m. to 7.00 p.m.		1.30 -.65	First 2 Hrs. Per hour or part thereafter	1.59 -.79	2.23 1.11	3.35 1.67	
Monday to Thursday - 7.00 p.m. to 11.00 p.m.		2.50 1.00 2.00	To 10.00 p.m. To 11.00 p.m. per hour thereafter	3.05 1.22 2.44	4.27 1.71 3.42	6.41 2.57 5.13	
Saturday 9.00 a.m. to 7.00 p.m.		3.00 1.00	First 3 Hrs. Per hour thereafter	3.66 1.22	5.12 1.71	7.68 2.57	
Fridays and Saturday - 7.00 p.m. to 11.45 p.m.		3.50 1.50 3.00	To 10.00 p.m. 10.00 - 11.00 Per Hour thereafter	4.27 1.83 3.66	5.98 2.56 5.12	8.97 3.84 7.68	
Music Licence		-.50		0.50	-.70	1.05	
Alternative Method							
Monday to Friday - 9.00 a.m. to 7.00 p.m.			Per hour (Min. 4 hrs.)	-.79	1.11	1.67	
Monday to Thursday - 7.00 p.m. to 11.00 p.m.			Per hour (Min. 3 hrs.)	1.07	1.50	2.25	
Saturday - 9.00 a.m. to 7.00 p.m.			Per hour (Min. 4 hrs.)	1.22	1.71	2.57	
Friday and Saturday - 7.00 p.m. to 11.45 p.m.			Per hour (Min. 3 hrs.)	1.53	2.14	3.21	

RECREATION AND AMENITIES COMMITTEE - SCALE OF CHARGES

(1) Details	(2) Date of Last Revision	(3) Present Charge £	(4) Time Covered By Charge	(5) Present Charge Updated By Retail Price Index to 1.4.74. £	(6) Possible Charge + 40% in 1974/75 £	(7) Charge + 50% in 1975/76 £	(8) Decision
ii) Charges where V.A.T. must be added	1.4.72.						
Use of Kitchen - Tea/Coffee Facilities (See Part iii)							
Use of Kitchen - Lunches, Buffets, etc.							
Use of Piano		No Charge		(See Part iii)	1.02	1.53	
Playgroups - Rayleigh Pre-School Play Group (Morning Session Per Day)		2.30		2.81	3.93	5.90	
Playgroups - Mother Child - No. 1 Playgroup (Afternoon Session Per Day)		1.60		1.95	2.73	4.10	
iii) Charges where V.A.T. must be absorbed							
Use of Kitchen - Tea/Coffee Facilities		-.30		-.37	-.52	-.78	
Use of Kitchen - Lunches, Buffets, etc.		-.60		-.73	{ See Part } ii { See Part } ii		

RECREATION AND AMENITIES COMMITTEE - SCALE OF CHARGES

(1) Details	(2) Date of Last Revision	(3) Present Charge £	(4) Time Covered By Charge	(5) Present Charge Updated By Retail Price Index to 1.4.74. £	(6) Possible + 40% in 1974/75 £	(7) Charge + 50% in 1975/76 £	(8) Decision
HIRER OF SOCIAL CENTRE, 24 SOUTH STREET, ROCHFORD							
i) Charges Exempt from V.A.T.							
Hall and Cloakroom -	1.2.1971						
Morning } Monday to		1.50	9.30 a.m. - 1 p.m.	1.98	2.77	4.16	
Afternoon } Friday		2.00	2 p.m. - 5.30 p.m.	2.64	3.70	5.55	
Evening }		4.00	7 p.m. - 10.30 p.m.	5.28	7.39	11.09	
Morning } Saturday		3.00	9.30 a.m. - 1 p.m.	3.96	5.54	8.31	
Afternoon } Saturday		3.00	2 p.m. - 5.30 p.m.	3.96	5.54	8.31	
Evening }		6.00	7 p.m. - 10.30 p.m.	7.92	11.09	16.64	
Meeting Room and Cloakroom -							
Morning } Monday to		0.75	9.30 a.m. - 1 p.m.	-.99	1.39	2.09	
Afternoon } Friday		1.00	2 p.m. - 5.30 p.m.	1.32	1.85	2.78	
Evening }		1.25	7 p.m. - 10.30 p.m.	1.65	2.31	3.47	
Morning } Saturday		1.50	9.30 a.m. - 1 p.m.	1.98	2.77	4.16	
Afternoon } Saturday		1.50	2 p.m. - 5.30 p.m.	1.98	2.77	4.16	
Evening }		2.00	7 p.m. - 10.30 p.m.	2.64	3.70	5.55	
Alternative Method:							
Hall and Cloakroom -							
Monday to Friday 9.30 - 5.30 p.m.			per hr. Min 4 hrs.	-.58	-.81	1.22	
Monday to Friday 7 p.m. - 10.30 p.m.			7 p.m. - 10.30 p.m.	5.28	7.39	11.09	
Saturday 9.30 - 5.30 p.m.			per hr. Min 4 hrs.	-.99	1.39	2.09	
Saturday 7 p.m. - 10.30 p.m.			7 p.m. - 10.30 p.m.	7.92	11.09	16.64	
Meeting Room and Cloakroom							
Monday to Friday 9.30 a.m. - 5.30 p.m.			per hr. Min 4 hrs.	-.29	-.41	-.62	
Monday to Friday 7 p.m. - 10.30 p.m.			7 p.m. - 10.30 p.m.	1.65	2.31	3.47	
Saturday 9.30 a.m. - 5.30 p.m.			per hr. Min 4 hrs.	-.50	-.70	1.05	
Saturday 7 p.m. - 10.30 p.m.			7 p.m. - 10.30 p.m.	2.64	3.70	5.55	
Charges where V.A.T. must be added							
Kitchen - per Morning/Afternoon/Evening		(See Pt.iii)		(See Part iii)	1.39	2.09	
Piano - do -		" "		(See Part iii)	1.39	2.09	

RECREATION AND AMENITIES COMMITTEE - SCALE OF CHARGES

(1) Details	(2) Date of Last Revision	(3) Present Charge £	(4) Time Covered By Charge	(5) Present Charge Updated By Retail Price Index to 1.4.74. £	(6) Possible Charge + 40% in 1974/75 £	(7) Charge + 50% in 1975/76 £	(8) Decision
iii) Charges - V.A.T. Absorbed	1.2.71.						
Kitchen - Per Morning/Afternoon/Evening		-.75		-.99	(See Pt.ii)	(See Pt.ii)	
Piano - Per Morning/Afternoon/Evening		-.75		-.99	(See Pt.ii)	(See Pt.ii)	
<u>HIRING OF COMMITTEE ROOM.</u>							
<u>COUNCIL OFFICES, RAYLEIGH.</u>	1.2.1971						
i.) Charges exempt from V.A.T.							
Lettings		1.05	First 2 hrs.	1.39	1.95	2.93	
(Alternative: Same as alternative method for Social Centre Meeting Room and Cloakroom - No Sats.)		-.63	per hr. thereafter	-.83	1.16	1.74	
<u>HIRING OF RAYLEIGH MILL HALL</u>	1.10.73.						
i) Charges Exempt from V.A.T.							
Scale 'A' - Main Hall only		6.50	Min. 7 hrs.	7.02	9.83	14.75	
Mondays to Saturdays - Mornings and Afternoons to 6 p.m.		1.75	Add. hours	1.89	2.65	3.98	
Meetings		8.50	Min. 7 hrs.	9.18	12.85	19.28	
Functions other than meetings		2.25	Add. hours	2.43	3.40	5.10	
Mondays to Thursdays - Evenings		5.00	7 p.m - 11 p.m	5.40	7.56	11.34	
Meetings		2.00	Add. hours	2.16	3.02	4.53	
Functions other than meetings		7.00	7 p.m - 11 p.m	7.56	10.58	15.87	
		2.50	Add. hours	2.70	3.78	5.67	

RECREATION AND AMENITIES COMMITTEE - SCALE OF CHARGES

(1) Details	(2) Date of last Revision	(3) Present Charge £	(4) Time Covered By Charge	(5) Present Charge Updated By Retail Price Index to 1.4.74. £	(6) Possible + 40% in 1974/75 £	(7) Charge + 50% in 1975/76 £	(8) Decision
Friday Evenings Meetings	1.10.73.	8.00 2.00	7 p.m. - 11 p.m. Add. hours	8.64 2.16	12.10 3.02	18.15 4.53	
Functions other than meetings		18.00 2.50	7 p.m. - 11 p.m. Add. hours	19.44 2.70	27.22 3.78	40.83 5.67	
Saturday Evenings Meetings		10.00 } 20.50 }	7.00 p.m. - 11.45 p.m.	10.80 22.14	15.12 31.00	22.68 46.50	
Exhibitions - Weekdays to 9 p.m. - 1st Day - 2nd Day - 3rd Day		20.00 18.50 17.00		21.60 19.98 18.36	30.24 27.97 25.70	45.36 41.96 38.55	
Badminton - 7 p.m. to 11 p.m. (Sideways on)		3.00	Per court	3.24	4.54	6.81	
Scale 'B' - First Floor Bar/Lounge only Mondays to Saturdays - Mornings and Afternoons to 6 p.m. Meetings		4.50 1.50 5.50 2.00	Min. 7 hrs. Add. hrs. Min. 7 hrs. Add. hrs.	4.86 1.62 5.94 2.16	6.80 2.27 8.32 3.02	10.20 3.41 12.48 4.53	
Functions other than meetings							
Mondays to Thursdays - Evenings Meetings		4.00 1.50 5.00 2.00	7 p.m. - 11 p.m. Add. hrs. 7 p.m. - 11 p.m. Add. hrs.	4.32 1.62 5.40 2.16	6.05 2.27 7.56 3.02	9.08 3.41 11.34 4.53	
Functions other than meetings							
Friday Evenings Meetings		5.50 1.50 10.50 2.00	7 p.m. - 11 p.m. Add. hrs. 7 p.m. - 11 p.m. Add. hrs.	5.94 1.62 11.34 2.16	8.32 2.27 15.88 3.02	12.48 3.41 23.82 4.53	
Functions other than meetings							

RECREATION AND AMENITIES COMMITTEE - SCALE OF CHARGES

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
Details	Date of Last Revision	Present Charge £	Time Covered By Charge	Present Charge Updated By Retail Price Index to 1.4.74. £	Possible Charge + 40% in 1974/75 £	Charge + 50% in 1975/76 £	Decision
First Floor Bar/Lounge only	1.10.73.	20.00 5.00	First 5 hrs. per hr. or part after 5	21.60 5.40	30.24 7.56	45.36 11.34	
Small Hall - Meetings and Functions		10.00 3.00	First 5 hrs. per hr. or part after 5	10.80 3.24	15.12 4.54	22.68 6.81	
Dressing Rooms		5.00 2.00	First 3 hrs. per hr. or part after 3	5.40 2.16	7.56 3.02	11.34 4.53	
ii) Charges - V.A.T. Absorbed							
Lea Making Facilities (Scale 'F')		-.25	per function	-.27	-.38	-.57	
iii) Charges - V.A.T. to be added							
Scale 'F' - Miscellaneous Charges							
Use of Piano		1.00		1.08	1.51	2.27	
Use of Kitchen - Luncheon/Bufferet		4.00		4.32	6.05	9.08	
- Dinners		12.00	per function	12.96	18.14	27.21	
Cat Walk		1.50		1.62	2.27	3.41	
Full Stage		10.00		10.80	15.12	22.68	
Cloakrooms		No Charge					

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
Details	Date of Last Revision	Present Charge £	Time Covered By Charge	Present Charge Updated By Retail Price Index to 1.4.74. £	Possible + 40% in 1974/75 £	Charge + 50% in 1975/76 £	Decision
Saturday Evenings Meetings	1.10.73.	7.00	7 p.m. to 11.45 p.m.	7.56	10.58	15.87	
Functions other than meetings		12.50		13.50	18.90	28.35	
Exhibitions - Weekdays to 9 p.m.		15.00		16.20	22.68	34.02	
- 1st Day		13.50		14.58	20.41	30.62	
- 2nd Day		12.00		12.96	18.14	27.21	
- 3rd Day							
Scale 'C' - Wedding Receptions							
Monday to Saturdays - Bar/Lounge		2.50	per hr. to 1 p.m.	2.70	3.78	5.67	
		3.00	per hr. after 1 p.m.	3.24	4.54	6.81	
Main Hall 7 p.m. to 11.45 p.m.		20.50		22.14	31.00	46.50	
Scale 'D' - Other Accommodation from 9 a.m. to 6 p.m. and 7 p.m. to 12.00 midnight							
Monday to Saturdays - Small Hall (G/F) Meetings		1.00	First 3 hrs.	1.08	1.51	2.27	
		-.50	per hr. or part after 3	-.54	-.76	1.14	
Functions other than meetings		2.00	First 3 hrs.	2.16	3.02	4.53	
		1.00	per hr. or part after 3	1.08	1.51	2.27	
Dressing Rooms (let as one Unit) Meetings		-.50	First 3 hrs.	-.54	-.76	1.14	
		-.25	per hr. or part after 3	-.27	-.38	-.57	
Functions other than meetings		1.00	First 3 hrs.	1.08	1.51	2.27	
		-.50	per hr. or part after 3	-.54	-.76	1.14	
Scale 'E' - Sunday Hiring only							
Main Hall only -		32.00	First 5 hrs.	34.56	48.38	72.57	
		8.00	per hr. or part after 5	8.64	12.10	18.15	

RECREATION AND AMENITIES COMMITTEE - SCALE OF CHARGES

(1) Details	(2) Date of Last Revision	(3) Present Charge £	(4) Time Covered By Charge	(5) Present Charge Updated By Retail Price Index to 1.4.74. £	(6) Possible Charge + 40% in 1974/75 £	(7) Charge + 50% in 1975/76 £	(8) Decision
<u>RAYLEIGH RECREATION CENTRE</u>							
i) Charges exempt from V.A.T.	1.4.74.						
Rayleigh Pre-School Play Group (Morning Session per day)		3.26		3.52	4.93	7.40	
Mother and Child - No. 2 Play Group (Afternoon Session per day)		1.95		2.11	2.95	4.43	
<u>SWIMMING POOL - SNEYRE SCHOOL, RAYLEIGH</u>							
i) Charges - V.A.T. Absorbed							
Adult - Hourly Session	1.4.72.	-.10		-.12	-.17	-.26	
Child - " (Under 16)		-.05		-.06	-.08	-.13	
<u>SPORTS FACILITIES</u>							
i) Charges where V.A.T. must be added	1.4.74.						
Football/Rugby Exclusive Use of 1 Pitch on Saturdays - Rayleigh - Rochford		49.50 } 32.20 }	Afternoons	49.50 } 32.20 }	69.30 } 45.08 }	103.95 } 67.62 }	
Exclusive Use of 1 Pitch on Sundays - Rayleigh - Rochford		55.00 } 32.20 }	Mornings	55.00 } 32.20 }	77.00 } 45.08 }	115.50 } 67.62 }	
Alternate Use of 1 Pitch on Sat/Wed - Rayleigh - Rochford		24.75 } 16.10 }	Afternoons	24.75 } 16.10 }	34.65 } 22.54 }	51.98 } 33.81 }	
Alternate Use of 1 Pitch on Sundays - Rayleigh - Rochford		27.50 } 16.10 }	Mornings	27.50 } 16.10 }	38.50 } 22.54 }	57.75 } 33.81 }	
Casual Lettings incl. Pavilion - Saturdays		2.75		2.75	3.85	5.78	
- Sundays		3.83		3.83	5.36	8.04	

RECREATION AND AMENITIES COMMITTEE SCALE OF CHARGES

(1) Details	(2) Date of Last Revision	(3) Present Charge £	(4) Time Covered By Charge £	(5) Present Charge Updated By Retail Price Index to 1.4.74. £	(6) Possible + 40% in 1974/75 £	(7) Charge + 50% in 1975/76 £	(8) Decision
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NOTES: Non-Resident Teams to be charged 50% extra. Junior Teams below 16 years of age - 50% less.
Rayleigh and District Junior League - Per Pitch
Special Junior Pitches
Canewdon Playing Field -
Pending Changing Rooms - 50% less

Hockey

Exclusive Use of 1 Pitch on
Saturday Afternoons or
Sunday Mornings - Rayleigh
- Rochford
Alternate Use of 1 Pitch on
Saturday Afternoons or
Sunday Mornings - Rayleigh
- Rochford
Casual Lettings including Pavilion

Cricket

Exclusive Use of 1 Pitch on
Saturday or Sunday (Resident)
Alternate Use of 1 Pitch on
Saturday or Sunday (Resident)
Casual Lettings (incl. Pavilion) -
Evenings
Saturday & Midweek Afternoon
Sunday Afternoon
Full Day (Excl. Sundays)
Bank Holiday - Half Day
Fire of Nets - Per Season
(One evening per week)
Single Evening

NOTE: Non-resident teams to be charged 50% extra.

RECREATION AND AMENITIES COMMITTEE - SCALE OF CHARGES

(1) Details	(2) Date of Last Revision	(3) Present Charge £	(4) Time Covered By Charge	(5) Present Charge Updated By Retail Price Index to 1.4.74. £	(6) Possible Charge + 40% in 1974/75 £	(7) Charge + 50% in 1975/76 £	(8) Decision
Tennis Courts	1.4.74.						
Hourly Charge (Hard Courts)							
- Singles - Adult		-.15		-.15	-.21	-.32	
- Children up to 16		-.10		-.10	-.14	-.21	
- Doubles - Adult		-.25		-.25	-.35	-.53	
- Children		-.15		-.15	-.21	-.32	
Hourly Charge (Grass Courts)							
- Singles - Adult		-.10		-.10	-.14	-.21	
- Child		-.05		-.05	-.07	-.11	
- Doubles - Adult		-.15		-.15	-.21	-.32	
- Child		-.10		-.10	-.14	-.21	

ALLOTMENTS

- i) Charges - Exempt from V.A.T.
- Rent - Per Rod per year
- OAP (Nominal Charge for 2½ Rod Plot)

1.4.68.
-.10
-.05

-.16
-.08
-.22
-.11
-.33
-.17

FISHING - ROCHFORD RESERVOIR

- i) Charges - V.A.T. Absorbed
- Daily Ticket

-.13

-.21
-.29
-.44

HULLBRIDGE FORESHORE

- i) Charges - V.A.T. Absorbed
- Per Foot of Craft (Permanent Mooring) Per Year
- Nightly Charge for Visitors

-.37
-.12
} Subject to the Crouch Harbour Bill

RECREATION AND AMENITIES COMMITTEE - SCALE CHARGES

(1) Details	(2) Date of Last Revision	(3) Present Charge £	(4) Time Covered By Charge	(5) Present Charge Updated By Retail Price Index to 1.4.74. £	(6) Possible + 40% in 1974/75 £	(7) Charge + 50% in 1975/76 £	(8) Decision
Tennis Courts							
Exclusive Use of 1 Court on one Evening every week	1.4.74.	6.00	6 p.m. - 9 p.m.	6.00	8.40	12.60	
Bowling Greens							
Mens Bowling Club - Use of Pavilion, Kitchen and 4 Rinks		40.00		40.00	56.00	84.00	
Womens Bowling Club - Use of Pavilion, Kitchen and 2 Rinks (Rayleigh only)		13.00		13.00	18.20	27.30	
Pavillion Hire - 1 Evening per week throughout year (Separate Use) - Casual Letting		5.50		5.50	7.70	11.55	
Rayleigh Green - Season		1.10		1.10	1.54	2.31	
Ticket - General/Club		2.70		2.70	3.78	5.67	
Members (Ladies and Gentlemen)		3.78		3.78	5.29	7.94	
Rayleigh Green - Season		Non-Resident OAP. 3.78		3.78	5.29	7.94	
Ticket - General/Club		Non-Resident 4.86		4.86	6.80	10.20	
Members (General)		Resident OAP. 3.00		3.00	4.20	6.30	
Rayleigh Green - Club		Resident 4.20		4.20	5.88	8.82	
Members - Season		Non-Resident OAP. 4.20		4.20	5.88	8.82	
Tickets (Ladies)		Non-Resident 5.40		5.40	7.56	11.34	
		Resident OAP. 1.50		1.50	2.10	3.15	
		Resident 2.10		2.10	2.94	4.41	
		Non-Resident OAP. 1.80		1.80	2.52	3.78	
		Non-Resident 2.30		2.30	3.22	4.83	

ii) Charges - V.A.T. Absorbed

Cricket

Hire of Nets - Single Evening

-55

-55

-77

See Part (i).

Chairman:
Date:

47 4711

ROCHFORD DISTRICT COUNCIL

Minutes of the Environmental Health and Control Committee

At a Meeting held on 5th December, 1974. Present: Councillors C.B. Gowlett (Chairman), S.W. Barnard, R. Blackburn, Mrs. F.E. Clayton, M.P. Cowen, B.A. Crick, S.B.H. Fletcher, Mrs. E.M. Frank, L.H. Fudge, A.J. Harvey, A.J. Humby, Mrs. J.M. Jones, Miss E.M. Leggatt, Mrs. M.T. Madden, R. McCamley, C.R. Morgan, R.D. Needham, P.J. Stanton, A.L. Tate, W.J. Tracey and G. Young.

Visiting: Councillors C.D. Bright, L.K. Cope and D.A. Ives.

MINUTES

1097. Resolved that the Minutes of the Meeting held on 24th October, 1974, be approved as a correct record and signed by the Chairman.

NON-MEMBERS ATTENDING

1098. The Chairman reported that Councillors C.D. Bright, L.K. Cope and D.A. Ives were attending.

CAPITAL PROGRAMME 1974-79

1099. The Committee's Draft Programme of Capital Expenditure for the years 1974-79 was considered.

RECOMMENDED That the Committee's programme of Capital Expenditure for the years 1974-79, as amended by deferment of £11,800 for the provision of public conveniences, Websters Way, Rayleigh, be approved and adopted. (5574)

PAIL CLOSET COLLECTION SERVICE - INCREASE IN CHARGES.

1100. The Director of Health and Housing reported as follows:-

"Redland Purle Limited, contractors to the Council for the collection and emptying of pail closets have notified an increase in their charges from 50p to 60p per pail with effect from 20th November, 1974. Members may recall the previous increase on 29th March, 1974, when closet emptyings were increased by 7p from 43p to 50p.

Recent detailed investigations into the number of pails actually collected by Redland Purle Limited have resulted in a reduction to 48 pails per week instead of the original figure of 59".

The Committee noted that having regard to certain credits due to the Council on previous charges, the revised estimate of £1400 should enable the service to be continued for the remainder of this financial year without requiring a further supplementary estimate. (718)

CONTRACT PROGRESS

1101. The Director of Technical Services reported on these Contracts:-

Contract No. 536 - South Fambridge Foul Sewers and Sewage Disposal Works

Present Position

Details of this scheme have been passed to the Anglian Water Authority for financial and technical approval. Monies have been

included in the A.W.A. Capital Programme submission for 1975/76. A decision on this proposal is awaited.

<u>Contract No. 629A</u>	-	Trunk Surface Water Sewer, Rayleigh Western Area, Phase I
Present Position	-	Drawing and design work complete. Anticipated ready to tender late December.

NOTE: Anglian Water Authority have approved an expenditure of £12,000 in the current financial year and a further expenditure of £100,000 during 1975/76, subject to technical approval, which has now been received. (5625 and 7161).

FOOD AND DRUGS ACT 1955

Food Complaint RA/FC/19 - Wasp in jar of thick cut Marmalade

1102. The Director of Health and Housing reported as follows:-

"The complainant's wife purchased a 1-lb. jar of Thick Cut Marmalade from a Rayleigh Supermarket during the afternoon of Saturday, 14th September, 1974, together with other goods. She took it home and placed it in a food cupboard. On the morning of Sunday, 15th September, 1974, the complainant took the marmalade from the cupboard and put it on the table. When he went to open it he noticed the wasp inside the jar.

A representative of the manufacturers was interviewed and a letter of explanation received. This stated that insectocutors were used in the factory and fly screens fitted to all openable windows. The incidence of the inclusions of flying insects in 1973 was 2.1 per million jars.

In accordance with the Department's policy of liaison with other District Councils, enquiries were made with the local authority in which the factory is situated and they reported that in 1972 the incident rate was 0.7 per million jars. Enquiries were made with neighbouring authorities and one reported that three complaints had been received this year concerning products from this company".

Resolved that the Director of Administration be authorised to institute proceedings against the manufacturer of the marmalade in accordance with Section 2 of the Food and Drugs Act 1955. (4625)

Food Complaint RA/FC/20 - Mouldy Madeira Cake

1103. The Director of Health and Housing reported as follows:-

"The complainant purchased a piece of pre-wrapped Madeira Slab Cake from a grocer/greengrocer in Hullbridge at 12.10 p.m. on Tuesday 17th September, 1974. She took it home and put it into a cake tin. About 1.30 p.m. the same day she took the cake out of the tin and noticed areas of mould on the top of the cake.

Environmental Health & Control Committee

The shop was visited during investigation of the complaint. The retailer states that the cake was delivered on 12th September, 1974. The wrapper of the cake complained of did not bear a "sell by" date code and had been stored in the shop window for five days prior to being sold. Several items of food were found in the shop on which the "sell by" date had expired".

Resolved that the Director of Administration be authorised to institute proceedings against the retailer in accordance with Section 8 of the Food and Drugs Act 1955. (4618)

Food Complaint RA/FC/21 - Wasp Embedded in scone

1104. The Director of Health and Housing reported as follows:-

"The complainant purchased five scones from a baker's shop in Hullbridge during the morning of 18th September, 1974. He took them home and at about 1.00 p.m. the same day prepared them for eating. He gave one to his $3\frac{1}{2}$ year old daughter who complained of something in it. This was found to be a wasp embedded in the crumb of the scone.

The bakery was visited on 20th September, 1974, and the owner of the company interviewed. An inspection of the premises revealed that preventative measures against the entry of flying insects consisted of one insectocutor in the ground floor of the premises. Whilst this area was relatively free from flying insects, on the first floor, where no precautions were being taken, large numbers of wasps and other flying insects were present. The mixing of the dough for the scones takes place in both sections of the bakery".

Resolved that the Director of Administration be authorised to institute proceedings against the manufacturer of the scone under Section 2 of the Food and Drugs Act 1955. (4617)

Food Complaint RA/FC/22 - Beetle in loaf of bread

1105. The Director of Health and Housing reported as follows:-

"The complainant's wife purchased a loaf of Vienna bread from a local baker's shop at 1.30 p.m. on Tuesday, 24th September, 1974. She took the bread home and during the evening of the same day the complainant started to use the loaf. It was used again the following morning and on Thursday, 26th September, whilst eating the bread, the complainant's wife discovered the beetle in the crumb part of a slice.

The manufacturer was notified of the complaint and at 4.00 p.m. on Friday, 27th September, 1974, a representative of the firm was interviewed at the Area Office. He was shown the bread with the beetle embedded in it but was unable to identify it or give any explanation as to how it arrived in the loaf.

The insect was sent to the Ministry of Agriculture, Fisheries and Food for identification where it was identified as a Spider Beetle, *Ptinus tectus*. In accordance with the Department's policy of liaison with other District Councils, enquiries were made of the local authority in which the bakery is situated. They reported that four complaints have been received in recent months and legal proceedings have been taken on two occasions. Two previous complaints have been received by this Department since May 1974 concerning paper and stale dough in bread and warning letters were sent on both occasions".

Environmental Health and Control Committee

Resolved that the Director of Administration be authorised to institute proceedings against the manufacturer of the bread in accordance with Section 2 of the Food and Drugs Act 1955. (5666)

RAYLEIGH CEMETERY - GRANT OF GRAVE SPACE NO.2071

1106. The Director of Administration reported that an application had been made by the owner for the Council to repurchase the unused Grave Space No. 2071 in Rayleigh Cemetery, which was purchased in July 1963, and to refund the original cost. As the purchaser was a non-resident of the former Rayleigh Urban District double fees were payable, namely, £12.12.0d.

RECOMMENDED That the Council accept the surrender of the Grant of Grave Space No. 2071 at the original cost and a refund of £12.60 be made. (6134)

SCHEDULE OF CHARGES

1107. The Committee considered the attached report of the Director of Finance on the Schedule of Charges and noted that by Minute 923/74 the fee paid to Ministers for officiating at a funeral was increased to £2.00 to take effect from 1st January, 1975.

RECOMMENDED (1) That, with the exception of Licences for Animal Boarding Establishments and Riding Establishments, charges be increased to the amounts shown in column 6 of the report with effect from 1st April, 1975.

(2) That Animal Boarding Establishment Licences and Riding Establishment Licences be charged at the actual cost of inspecting premises with an establishment charge of 10%.

FLOODING, LOWER ROAD, HULLBRIDGE

1108. At the request of Councillor G. Young, the Director of Technical Services reported upon the flooding of properties which had occurred in Lower Road between its junction with Ferry Road and White Post Bridge, on 21st and 22nd November, 1974. This flooding had also affected the foul sewerage system, causing foul sewers to discharge in the Ferry Road and Abbey Road areas. The cause was thought to be due to the extreme nature of the weather conditions during the week prior to the flooding, and the lack of capacity in the present ditch system.

The former Rural Council had sought to vest in themselves an existing ditch to the south of Lower Road, in order that it could be improved and the flows coming from the direction of Hockley diverted along this ditch, thus leaving the roadside ditch adjacent to Lower Road to deal with flows from the south-west Hullbridge area. However, their proposals had been successfully appealed against by the owner of the ditch and alternative proposals to achieve a solution to the problem had not been proceeded with.

The Director of Technical Services was of the opinion that it was still necessary to divert flows from the Hockley area along this existing ditch, since although there was no guarantee that this would prevent the flooding which had occurred recently, relief would certainly have been afforded to the extent of the extra storage capacity of the alternative channel.

Environmental Health & Control Committee

The Director of Administration explained that the powers available under Section 15 of the Public Health Act 1936 (Power to Construct a Public Sewer) and Section 17 (Power to vest an existing sewer) were exercisable by the Council by virtue of the Agency Agreement with the Anglian Water Authority, but that since the agreement was not as clear as it might be upon recovery of costs, it would be advisable to seek the Authority's concurrence to the proposed works.

RECOMMENDED (1) That, subject to the concurrence of the Anglian Water Authority, the Director of Technical Services' proposals now presented for constructing a surface water sewer in the form of an open channel between O.S. Fields 7107 and 7391 at Hullbridge be approved, together with his proposals for assuming responsibility for the maintenance of the following lengths of private surface water sewer:-

- (a) The roadside ditch on the south side of Lower Road.
- (b) Length of roadside ditch on the east side of O.S. Parcel No. 7107.
- (c) Length of roadside ditch on the west side of O.S. Parcel No. 7107 and alongside Hullbridge Road.
- (d) Length of watercourse on the south side of Watery Lane from its junction with (a) and (b) above up to and including the culvert passing beneath Watery Lane.

(2) That, subject to the concurrence of the Anglian Water Authority, the Director of Administration be authorised to take all necessary steps to effect the proposals outlined in (1) above including the service of Notices under Sections 15 and 17 of the Public Health Act 1936 upon the persons entitled to them. (302/1)

Chairman: _____

Date: _____

16th Jan 1975

SCHEDULE OF CHARGES

The appended Schedule of Charges has been arranged as follows:-

1. Each type of charge (Column 1) has been split between:
 - a) Charges which are exempt from VAT
 - b) Charges where VAT is absorbed
 - c) Charges where VAT must be added
2. Column 5 shows the actual charge increased by reference to the Retail Price Index to 1st April, 1974 from the date the charge was last revised as shown in Column 2.
3. The two possible charge Columns 6 and 7 reflect the charges shown in Column 5 updated by:
 - a) The average increase in the rate levied in 1974/75 over that levied in 1973/74. This now shows the charges, in line with the Council's level of expenditure for 1974/75.
 - b) A forecasted increase in rates for 1975/76.

ENVIRONMENTAL HEALTH AND CONTROL COMMITTEE

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
Details	Date of last Revision	Present Charge	Time Covered by Charge	Present Charge updated by retail price index to 1.4.74.	Possible Charge +40% in 1974/75 +50% in 1975/76		Decision
	£	£			£	£	
LICENCES							
i) Charges - VAT Exempt	1.4.74.						
Dogs		37½		37½			Statutory Charge
Pet Shops Animal Act 1951		2.00		2.00	2.80	4.20	
Animal Boarding Establishments Act 1963		2.00		2.00	2.80	4.20	
Riding Establishments Act 1964		10.00		10.00	14.00	21.00	
Slaughtermans Licences - Licence to Slaughter		10		10	14	21	
For subsequent renewals		05		05	07	11	
Breeding of Dogs Act 1973		2.00		2.00			Statutory Charge
Meat Inspection (Amendment) Regs. 1971 - Bovines		18		18			"
Calves		05		05			"
Pigs		05		05			"
Sheep or Lambs		04		04			"
Goats		04		04			"
Moneylenders Act 1927 - Full Year commencing 1/8		50.00		50.00			"
Applications received after 1/2 (where Pawnbrokers licence held)		35.00		35.00			"
Licensing of Places of Public & Private Entertainment - Stage Play		5.00		5.00			"
Cinematograph-Full Occasional		5.00		5.00			"
		1.25		1.25			"

	£	£	£	£	Statutory Charge
Licensing of Places of Public & Private Entertainment -					"
Music or Dancing	5.00		5.00		"
Sunday Musical	2.50		2.50		"
Entertainments					"
Boxing	2.00		2.00		"
Wrestling	2.00		2.00		"
Game Dealers Licence	4.00		4.00		"
" " Certificate	25		25		"
Licence to Deal in Game	6.00		6.00		"
Licence to kill Game -					"
Whole year	6.00		6.00		"
1.8 to 31.10	4.00		4.00		"
1.11 to 31.7	4.00		4.00		"
Occasional 14 days	2.00		2.00		"
Betting & Gaming Licences	1.25		1.25		"
Pamblers Licences	15.00		15.00		"
Hackney Carriages -					"
First Year p.a.	25		25		"
Plates-Deposit(2 per vehicle)	2.00		2.00		"
Badge - Deposit	50		50		"

CEMETERY - HOCKLEY ROAD, RAYLEIGH 1.4.74.

i) Charges exempt from VAT

Interments-In graves or vaults for which an exclusive right of burial has been granted:-

Interment Fee - Still Born/under 1 mth. 3.00

Under 12 yrs. 5.50

Over 12 yrs. 12.00

Exclusive Rights of Burial 14.00

Re-opening a walled grave 15.00

Interment of a Cremation 6.00

Casket in a Purchased Grave

4.20	3.00	6.30
7.70	5.50	11.55
16.80	12.00	25.20
19.60	14.00	29.40
21.00	15.00	31.50
8.40	6.00	12.60

(1) (2) (3) (4) (5) (6) (7) (8)

Details Date of Last Revision Present Charge Time Covered by Charge Present Charge updated by retail price index to 1.4.74. Possible Charge +40% in 1974/75 +50% in 1975/76 Decision

£ £ £

Interment in Cremation Plots with or without exclusive right of burial:

Interment Fee(new grave or re-open) 5.50 7.70 11.55

Exclusive Rights of Burial 7.00 9.80 14.70

Excavation Charges -

For 1 interment-4'6" 3.00 4.20 6.30

For 2 " -6'0" 4.00 5.60 8.40

For 3 " -7'6" 5.00 7.00 10.50

For 4(max.) " -9'0" 6.00 8.40 12.60

Interments in graves for which no exclusive right of burial has been granted (includes all charges for excavation):

Interment Fee-Still born/under 1 month 3.00 4.20 6.30

Under 12 yrs. 5.50 7.70 11.55

Over 12 yrs. 12.00 16.80 25.20

Interments -Additional Fee -

Saturday Morning Burial 3.50 4.90 7.35

Monuments, Gravestones, Tablets & Monumental

Inscriptions:-

For the right to erect or place:-

A flat stone not exceeding 24" x 18" 5.00 7.00 10.50

A headstone over 3' high but less than 5' 14.00 19.60 29.40

A headstone under 3' 5.00 7.00 10.50

Details	Date of Last Revision	Assent Charge	Time Covered by Charge	Present Charge updated by retail price index to 1.4.74.	Final Charge	Decision
		£		£	£	
A nameplate (other than a headstone)		5.00		5.00	7.00	10.50
Kerb or Border stone		12.00		12.00	16.80	25.20
Height n.e. 12"		4.00		4.00	5.60	8.40
Tablet or Vase n.e. 3'		4.00		4.00	5.60	8.40
A Cross - under 2' over 2' but n.e. 5'		7.50		7.50	10.50	15.75
Additional inscriptions on Tablet or Monument		2.00		2.00	2.80	4.20
Flower Vase or Tablet (18" x 15") on a grave in which the exclusive right of burial has not been purchased		3.00		3.00	4.20	6.30
Memorial Vase (15" long x 9" wide x 12" high or 24" long x 9" wide x 12" high) and inscription panel for Cremation plot		4.00		4.00	5.60	8.40
(All the foregoing fees, payments and sums will be doubled where the person to be interred is not a ratepayer, inhabitant or parishioner of the Rochford District Council)						
Exhumation Charges - Recharged on actual costs						
Additional Fees:-						
Interment registration fee (new grave or re-open)	1.00			1.00	1.40	2.10
Minister's Fee	1.00			1.00	1.40	2.10
Registering Transfer of Grant	50			50	70	1.05
Additional Certs. of Burial	25			25	35	53
Cert. of ownership of Grant	25			25	35	53
Each Search for the first and subsequent years	25			25	35	53

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
Details	Date of last Revision	Present Charge	Time Covered by Charge	Present Charge updated by retail price index to 1.4.74.	Possible Charge +40% in 1974/75 +50% in 1975/76	Decision	
<hr/>							
ii) Charges where VAT must be added		£		£	£		
Maintenance of Graves:							
Banking and Turfing		4.00		4.00	5.60	8.40	
" " " with soil centre		4.00		4.00	5.60	8.40	
Upkeep incl. cutting and weeding of grass		3.00		3.00	4.20	6.30	
Upkeep for period of 50 years incl. washing monument		100.00		100.00	140.00	210.00	
Washing monument (per occasion)		1.50		1.50	2.10	3.15	
Washing monument (at irregular intervals)p.a.		5.00		5.00	7.00	10.50	
<hr/>							
ROCHFORD LAWN CEMETERY - Maintained by the Parish Council although this Council provides a grave digging service on the basis that all costs incurred will be reimbursed by the Parish Council							
<hr/>							
PUBLIC CONVENIENCES - No Charge							
<hr/>							
TRADE REFUSE -							
Per Bin (VAT added when charge exceeds £1000)	1.4.74.	08		08	11	17	

1111 1112 1113

ROCHFORD DISTRICT COUNCIL

Minutes of the Finance and Personnel Committee

At a Meeting held on 10th December, 1974. Present: Councillors D.A. Ives (Chairman), R. Blackburn, C.D. Bright, Miss J.R. Browning, J.H. Carter, S.B.H. Fletcher, D.R. Fowler, L.H. Fudge, A.J. Harvey, A.J. Humby, M.L. Kennaugh, E.V. Maton, D. McKinnell, I.W. Shields, P.J. Stanton, A.L. Tate, and D.C. Wood.

Visiting: Councillor R. McCamley.

MINUTES

1109. Resolved that the Minutes of the Meetings held on 29th October and 4th November, 1974, be approved as a correct record and signed by the Chairman.

APOLOGIES FOR ABSENCE

1110. An apology for absence was submitted on behalf of Councillor C.B. Gowlett.

NON-MEMBERS ATTENDING

1111. The Chairman reported that Councillor R. McCamley was attending.

REPORT OF THE DIRECTOR OF FINANCE

1112. The Committee received the appended report of the Director of Finance and expressed satisfaction with its style and content.

RECOMMENDED (1) That the action of the Director of Finance in paying the accounts detailed in Paragraph 1 be confirmed.

(2) That the Supplementary Estimates as detailed in paragraph 2(b) be financed at the expense of revenue.

APPOINTMENT OF PLANNING CONSULTANT - MR. R.H. STEVENS (Minute 225/74)

1113. The Director of Administration reported that Mr. Stevens had been appointed Planning Consultant in April 1974 on the following terms:-
1. Payment to be at the rate of £4 per hour plus V.A.T. and out-of-pocket expenses.
 2. The average number of hours worked to be 16 per week.
 3. The maximum fee to which the Council would be committed during the period of engagement to be £3,000 plus V.A.T. and out-of-pocket expenses.
 4. The engagement to be terminated on 31st December, 1974 but may be continued after that date by consultation.

Fees and expenses to the end of 1974 were estimated at £1,378.

RECOMMENDED That Mr. Stevens engagement as a Planning Consultant be continued for a further period of 12 months expiring on 31st December, 1975 on the same terms and conditions. (PF)

Finance and Personnel Committee

CAPITAL PROGRAMME

1114. The Committee considered the First Draft Capital Programme as previously circulated by the Director of Finance.

Resolved (1) that the provision for filing cabinets be halved to £1,000 in each of the years 1975/76 and 1976/77.

(2) that the contribution of £60,000 to the Southend Computer Consortium be re-considered when all estimates have been considered by the Spending Committees.

(3) that the £7,000 provision for Depot Garages be deleted.

(4) that only two refuse vehicles be purchased and the £13,000 provision for a third be deleted.

(5) that the Policy and Resources Committee be recommended to include the remaining items in the Capital Programme for 1975/76.

SUNDRY DEBTORS - LIST OF WRITE-OFFS

1115. The Director of Finance submitted a schedule showing outstanding accounts with reasons for non-collection.

RECOMMENDED That the following accounts be written-off:

<u>Date</u>	<u>Amount</u> £	<u>Account Number</u>
21.3.73.	21.10	7784
21.3.73.	21.10	7785
21.3.73.	21.10	7786
21.2.74.	10.70	8188
21.2.74.	11.00	8337
21.2.74.	7.28	8373
29.3.74.	1.64	8440
29.3.74.	3.29	8444
	<u>£97.21</u>	(708)

RATING SURCHARGE ON UNUSED COMMERCIAL BUILDINGS

1116. The Director of Finance reported on the implications of Section 16 of the Local Government Act 1974 which introduced a mandatory progressive rating surcharge on unused commercial buildings (except factories, mills etc. and Post Office operational buildings). The surcharge was double rates for the first 12 months of non-use after February 1974, treble for the second 12 months, quadruple for the third and so on. The surcharge was estimated to produce £9,000 in a full year but would be expensive to administer.

RECOMMENDED That the following matters be delegated to the Director of Finance in consultation with the Chairman of the Finance and Personnel Committee:

- (a) The power of the rating authority to remit on the grounds of hardship, reporting any such decisions to the Committee.
- (b) The power to determine whether a commercial owner had made reasonable attempts to let the property for its proper purpose.
- (c) The power to appoint a Valuer in cases where professional advice is necessary regarding rents etc. (5400)

Finance and Personnel Committee

RATING OF UNOCCUPIED PROPERTY (Minute 176/73)

(NOTE: Councillor A.J. Harvey disclosed a pecuniary interest in the following proposal and, being invited to remain in the meeting, took no part in the discussion or voting thereon).

1117. The Director of Finance reported on provisions in the Local Government Act, 1974 which allowed for greater flexibility if the Council resolved to rate empty residential property. On balance, the Director was not in favour of rating empty houses and Members did not consider that the numbers were large enough to be a problem and that, in any case, such problems as there might be would not be solved by void rating.

RECOMMENDED That no action be taken at this time. (5400)

MEALS-ON-WHEELS (Minute 755/74)

1118. The Director of Finance reported on a meeting held with the Meals-on-Wheels Organisers for Rochford and Rayleigh, at which had been discussed the supply of meals, staffing, accommodation, transport, charges and accounting methods. The meeting also discussed the possible expansion of services in the future.

RECOMMENDED (1) That the Director of Health and Housing be appointed Liaison Officer to deal with all general matters relating to the Meals-on-Wheels Service.

(2) That the grants for the Meals-on-Wheels Services be made direct to the two area organisers forthwith. (95)

GRANT - RAWRETH PAROCHIAL CHURCH COUNCIL

1119. The Director of Finance reported that an application had been received for a grant of £50 towards the maintenance of Rawreth Churchyard for the year 1974/75.

The Chief Executive expressed concern that continued support for one Churchyard would invite applications from others of the Authorities for the 13 Churchyards in the District, three of which were wholly maintained by Parish Councils.

RECOMMENDED (1) That a grant of £50, under Section 137 of the Local Government Act 1972, be made to the Rawreth Parochial Church Council towards the maintenance of the Churchyard.

(2) That future applications be considered on their merits. (211/1)

GRANT - ROCHFORD CITIZENS ADVICE BUREAU

1120. The Director of Finance reported on an application for financial assistance.

RECOMMENDED That consideration be deferred pending a projected joint meeting between the Rochford and the Rayleigh Citizens Advice Bureaux. (567/1)

GRANT - NATIONAL CONSERVATION CORPS

1121. The Director of Finance reported that an application had been received for a grant of £100. An examination of the proposed programme showed no work planned for this Council's area or any surrounding area.

Finance and Personnel Committee

RECOMMENDED That the application be refused. (211/1)

TECHNICAL SERVICES DEPARTMENT - ACCOMMODATION FOR LOCAL PLANS SECTION (Minute 965/74).

1122. Consequent upon the reference back of the proposal to provide prefabricated offices for the Health and Housing staff, the Director of Technical Services reported on alternatives.
- (1) To accommodate the Local Plans Section in the Members/Committee Room at Rayleigh at a cost of £505 for partitioning.
 - (2) To lease accommodation in Rayleigh High Street at £2,500 p.a. for the Section.
 - (3) Provide prefabricated offices at Rochford for Health and Housing staff at a cost of £22,000 and locate the Section in the Bull Lane offices.
 - (4) Use the brick accommodation at the rear of the Council Chamber, Rochford, recently converted for a Members Room, Staff Room and to house the Citizens Advice Bureau, as offices for Health and Housing personnel transferred from Rayleigh and to house the Local Plans Section in Bull Lane, Rayleigh.

RECOMMENDED That, subject to any further consideration on the creation or possible size of a Local Plans Section, the fourth alternative be adopted and the uses previously allocated be abandoned. (89)

HOUSING ACCOMMODATION FOR STAFF GRADED AP5 AND ABOVE (Minute 1076/74)

1123. The Committee were invited to consider offering temporary housing accommodation where available in suitable cases to newly appointed Officers.

Resolved that consideration be deferred pending a report by the Director of Administration on the practicability of the Council acquiring the house of the choice of a newly appointed Officer in appropriate cases, renting the house to him until the sale of his home in the District of his previous authority and then selling to the Officer.

ASSISTED CAR PURCHASE SCHEME (Minute 200/74)

1124. The Director of Finance having requested guidance it was,

RECOMMENDED That the sum advanced by way of car loan to an employee be restricted to one-third of his basic annual salary or £1,000 whichever is the greater.

ADMINISTRATIVE ASSISTANT (HOUSING) - POST H16 (Minute 1070(6)/74)

1125. In connection with the assumption by the Council of responsibility for the homeless and at the request of the Housing Services Committee it was,

RECOMMENDED That the rental charges for the private telephone of the holder of this post be paid by the Council (PF)

Finance and Personnel Committee

SALARIES AND WAGES - COST OF LIVING INCREASES (Minute 941/74)

1126. The Director of Finance reported the triggering of the final threshold payments.

RECOMMENDED That supplementary estimates of £5,900 and £4,200 be granted to meet the increased costs of salaries and wages respectively in the current year. (220)

WAGES - MANUAL WORKERS NATIONAL PAY AWARD

1127. The Director of Finance reported that a Pay Award had been agreed for N.J.C. Manual Workers. Pay awards for tradesmen had still to be agreed.

RECOMMENDED That a supplementary estimate of £9,800 be granted to meet the increased cost of wages in the current year. (221)

APPOINTMENT OF ASSISTANT DIRECTOR (ENGINEERING) - POST T2

1128. On the recommendation of the Appointments Panel, the post had been offered to, and accepted by, Mr. G. Reynolds on Grade P02(1-5) commencing at £4,722 p.a. and with the first increment payable 1st April, 1975. An Essential User Car Allowance was payable. No medical examination was required by the District Community Physician. The appointment was subject to three month's notice in writing on either side and was to start 3rd February, 1975.

Resolved that lodging allowance of £6 per week for a maximum period of 13 weeks be paid.

GRANT - ESSEX ARCHAEOLOGICAL AND HISTORICAL CONGRESS

1129. The Director of Administration reported and it was,

RECOMMENDED That the Council do not become Members of the Essex Archaeological and Historical Congress. (216)

LONDON OUTER FRINGE ALLOWANCE

1130. The Chief Executive reported that the Castle Point District Council wished to set up a Joint Committee to study the effect on staff recruitment and turnover of the exclusion of Castle Point, Southend and Rochford from the Fringe Allowance Area but expressed the view that decisions of the National Provincial Council should be accepted by members authorities.

RECOMMENDED That no action be taken and the Council do not take part in the proposed Committee. (4538)

EXCLUSION OF THE PUBLIC

1131. Resolved that, in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting for the reason that matters about to be discussed are the subject of confidential reports of Officers.

PLANNING APPLICATIONS NOS. RAY/324/70; RAY/228/73; RAY/10/74 (Minute 666/74)

1132. The Director of Administration reported that the estimate of professional fees for the Local Inquiry had been considerably exceeded in the case of the Council's Planning Consultant but that he had been successful in obtaining some reduction.

Finance and Personnel Committee

RECOMMENDED (1) That the Council pay the revised account as submitted.

(2) That the Director of Administration seek guidance from the Consultants' Professional Associations as to reasonable fees in any future Inquiries.

(3) That a supplementary estimate in the sum of £2,282 be approved at the expense of revenue.

STAFF TRANSFER ORDER

1133. The Director of Administration reported that the Notices required by the Staff Transfer Order had been served on all A.P.T. and C. Officers and had been prepared and would shortly be served on all manual workers.

During the preparation of these Notices the special conditions enjoyed by four Refuse Drivers/Loaders had been noted. Their original terms of employment included a guarantee of 4½ hours overtime each Saturday and this conditioned overtime could only be phased out by payment of a lump sum.

RECOMMENDED (1) That the conditioned overtime continue to be paid to Messrs. E. Staines, L. Clark, J. Robinson and D.C. Pasiffull.

(2) That the matter be considered further when advice is received from the N.J.C. (1520)

DAMAGE TO CLOTHING - MR. WELLER, TECHNICAL SERVICES DEPARTMENT

1134. The Director of Finance reported that a request had been made by Mr. Weller for an ex gratia payment in respect of damage to his coat whilst engaged on Council business, liability having been disclaimed by the Council's Insurers.

RECOMMENDED That the request be refused. (2389 and PF)

PROGRESSION BEYOND ROUTINE WORK BAR - CLERICAL GRADE I

1135. The Director of Health and Housing reported upon the effect of the Routine Work Bar in the new Clerical Grade I in a particular case in his Department, (Post H.21).

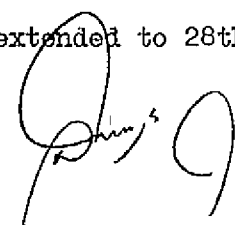
RECOMMENDED (1) That the Director of Health and Housing be authorised to remove the Work Bar in the case reported.

(2) That authority be given to the Directors to remove the Routine Work Bar in appropriate cases. (PF)

MR. O. BYFORD - BUILDING/DEPOT CHARGEHAND, EX HOUSING FOREMAN
(Minute 948/74)

1136. The Director of Administration reported that the District Community Physician was of the opinion that the employee would be fit to continue employment when fitted with an artificial limb and that he had arranged a further medical examination in three months time.

RECOMMENDED That the sick pay of this employee be extended to 28th February, 1975. (PF)



REPORT OF THE DIRECTOR OF FINANCE

1. ACCOUNTS PAID

Accounts amounting to £2,001,738.68 were paid during October 1974.

The Committee's confirmation of payment is requested.

2. CAPITAL AND REVENUE ESTIMATE 1974/75

(a) Supplementary Estimates already approved

	<u>Revenue</u>	<u>Capital</u>
	£	£
Development Services	26,250	-
Finance and Personnel	81,537	8,395
Housing Services	10,552	3,200
Recreation and Amenities	4,218	246
Environmental Health	13,375	-
	<u>135,932</u>	<u>11,841</u>

(b) Proposed Expenditure

To consider the method of financing the following and any other items of expenditure for which provision has not been made in the Estimates

<u>Committee</u>	<u>Amount</u>	<u>Purpose</u>
Housing Services	1,020	Home Loss Payments
	2,780	Increased G.R.F. Contributions due to extension of freezing of Rents.
	2,700	Garage and Forecourt Repairs - Rochford Garden Way Estate.

(c) Expenditure Control

To review the expenditure to date compared with the planned expenditure for the year.

<u>Committee</u>	<u>Adjust Exp. for year</u>	<u>Actual Exp. to 31.10.74.</u>	<u>Time Spent</u>	<u>Expenditure</u>
	£	£	%	%
Development Services				
Revenue - G.R.F.	19,545	6,351	58.33	32.49
Agency	34,905	15,481	58.33	44.35
Capital - G.R.F.	7,890	13,963	58.33	176.97
Agency	19,360	5,315	58.33	27.45
Environmental Health				
Revenue - G.R.F.	204,930	101,464	58.33	49.51
Agency	59,115	23,801	58.33	40.26
Finance & Personnel				
Revenue	645,730	352,814	58.33	54.63
Capital	37,540	9,708	58.33	25.86
Housing Services				
Revenue - G.R.F.	25,540	14,678	58.33	57.47
H.P.L.	7,300	6,333	58.33	86.75
Housing	94,810	48,436	58.33	51.09

Committee	Adjust Exp.	Actual Exp.	Time	Expenditure
	for year	to 31.10.74.	Spent	
	£	£	%	%
Capital - G.R.F.	15,000	8,419	58.33	56.13
H.P.L.	500,000	583,572	58.33	116.71
Housing	1,034,240	293,533	58.33	28.38
Recreation & Amenities				
Revenue	90,530	53,629	58.33	59.24
Capital	180,430	59,050	58.33	32.73

3. INCOME 1974-75

To report the income received to 31.10.74 over the main heads.

Type	Total Income to 31.10.74	Income 1.10.74 to 31.10.74	Reported to Committee 29.10.74 Income 1.4.74 to 30.9.74
	£	£	£
Rates	2,285,880.62	327,673.38	1,958,207.24
House Purchase Loans	256,962.98	47,811.98	209,151.00
Housing Rents	335,374.04	47,391.56	287,982.48
Government Grants	1,034,519.00	125,952.00	908,567.00
Loans	7,821,250.00	1,569,050.00	6,252,200.00
General	<u>612,249.06</u>	<u>100,896.44</u>	<u>511,352.62</u>
	<u>12,346,235.70</u>	<u>2,218,775.36</u>	<u>10,127,460.34</u>

4. LOANS POOL TRANSACTIONS

(a) General

Short-term interest rates are varying from 10% for 7 day money to 12 $\frac{1}{2}$ % for 3 months money. The second instalment of the 1974/75 Public Works Loan Board quota amounting to £500,000 has been taken up at 12 $\frac{1}{2}$ % for a period of 10 years.

(b) Analysis of Loans held in Loans Pool

Type	£	%	Average rate of interest %
Mortgages 1-60 years	19,913,950	86.89	9.51
Temporary - up to 3 months	995,500	8.73	11.62
Three months and over	<u>500,000</u>	<u>4.38</u>	<u>12.38</u>
	<u>£11,409,450</u>	<u>100.00%</u>	<u>9.82%</u>

5. INSURANCE

(a) Claims

To report the claims made, settled and outstanding. There have been five claims since your last report and two claims settled.

<u>Risk</u>	<u>Total No. of Claims</u>	<u>Settled</u> <u>Claims</u> <u>Amount</u>		<u>Outstanding Claims</u>
Motor Vehicle	2	2	740	25
Theft	1			
Fire	1			
Third Party	1			

(b) Accidents to Council Vehicles

To report the accidents involving Council Vehicles which have been notified to the Insurance Company since your last report.

<u>Date of Accident</u>	<u>Vehicle</u>	<u>Estimated Amount of Damage</u>	<u>Remarks</u>
11.10.74	JTW 509H	-	Collision with a private vehicle at Eastwoodbury Lane.
12.11.74	DOO 741G	-	Alleged Accident at Fitzwimarc School, Rayleigh.

6. RATING AND VALUATION

(a) Rateable Value

The rateable value of the District now amounts to £8,669,753, an increase of £832 over that reported at your last meeting.

(b) Valuation

At 28th November 1974 there were 619 CVR7 proposals outstanding on properties notified to the Valuation Officer and directions are awaited in respect of 309 properties for which proposals have been received.

(c) Court

To report the number of summonses, etc., issued for the recovery of the General Rates.

<u>No. of Summonses Issued to Date</u>	<u>No. of Distress Warrants Issued</u>	<u>No. of Notices to Defaulters</u>	<u>No. of Applications for Committal</u>
720	482	NIL	17

(d) Rate Rebates

Rate Rebates granted for the half-year ending 30th September 1974.

<u>No. Granted to Owner Occupiers</u>	<u>Amount Granted £</u>	<u>Average Amount £</u>
3068	51,987.49	16.94
Private Tenants		
34	627.16	18.45

961

7. HOUSE PURCHASE LOANS

(a) Loans Approved

The following loans have been approved in accordance with the delegation contained in Minute 157/74:-

	Total Approved to 27.11.74		Approved 17.10.74 - 27.11.74		Reported to Committee 29.10.74 Approved 1.4.74 - 16.10.74	
	No.	Amount £	No.	Amount £	No.	Amount £
Scheme 1	70	567,640	17	128,565	53	439,075
Scheme 2	37	328,015	19	170,745	18	157,270
Improve- ments etc.	<u>7</u>	<u>9,672</u>	<u>Nil</u>	<u>Nil</u>	<u>7</u>	<u>9,672</u>
	<u>114</u>	<u>905,327</u>	<u>36</u>	<u>299,310</u>	<u>78</u>	<u>606,017</u>

(b) Arrears

The following statement of arrears as at 31.10.74 is submitted

	Sub-Total £	Total £	Monthly Instalment £	Remarks
6 months and <u>under 7</u> HPL 2155	<u>1 Case</u>	236.55	38.19	Possession Order 3.10.74
3 months and <u>under 4</u> HPL 2199 HPL 2269	<u>2 Cases</u> 89.48 196.28	285.76	28.98 63.88	Proceedings Pending Possession Order 3.10.74
2 months and <u>under 3</u> HPL 1919 HPL 2235 HPL 2291	<u>4 Cases</u> 77.41 97.16 335.01		27.76 38.49 113.05	Proceedings pending Paying £40 per month until clear Proceedings pending promises to clear by 30.11.74
HPL 2358	25.36	534.94	12.18	Proceedings pending
1 months and <u>under 2</u>	<u>40 Cases</u>	1752.80		
<u>Under 1 month</u>	<u>121 Cases</u>	<u>733.40</u>		
	<u>168 Cases</u>	<u>£3543.45</u>		

Reported to Finance and Personnel Committee 29th October 1974.

82 Cases £2,992.18

8. ASSISTED CAR PURCHASE LOAN SCHEME

In accordance with Minute 200/74 the following car purchase loans, which have been approved are reported for information:-

New Loans <u>Date of Approval</u>	Name _____	Designation _____	Amount _____
31.10.74	Mr.E.J.Skevington	Chief Executive	£ 1,500.00
22.10.74	Mr.F.D.Grimmitt	Senior Planning Officer	370.00
			<u>£1,870.00</u>

ROCHFORD DISTRICT COUNCIL

Minutes of the Development Services Committee

At a Meeting held on 12th December 1974. Present: Councillors C.D. Bright (Chairman), S.W. Barnard, R. Blackburn, Miss J.R. Browning, J.H. Carter, Mrs. F.E. Clayton, L.K. Cope, M.P. Cowen, B.A. Crick, S.B.H. Fletcher, D.R. Fowler, Mrs. E.M. Frank, L.H. Fudge, C.B. Gowlett, N.A. Grove, A.J. Harvey, A.J. Humby, D.A. Ives, M.L. Kennaugh, Mrs. M.T. Madden, E.V. Maton, R. McCamley, D. McKinnell, C.R. Morgan, G.C. Oldbury, I.W. Shields, P.J. Stanton, C. Stephenson, A.L. Tate, W.J. Tracey, J.R. Warner and D.C. Wood.

MINUTES

1137. Resolved that the Minutes of the Meeting held on 26th November, 1974 be approved as a correct record and signed by the Chairman.

APOLOGIES FOR ABSENCE

1138. Apologies for absence were submitted on behalf of Councillors E.H. Adcock, Mrs. J.M. Jones, Miss E.M. Leggatt, R.D. Needham and G. Young.

CAR PARK CHARGES

1139. The Committee considered the appended Schedule of Charges. The Director of Finance suggested a further revision to bring the charges into line with those of British Rail.

Resolved
~~RECOMMENDED~~ (1) That the Council approve the charges set out in Column 6 of the report and seek the concurrence of the County Council to their adoption, where necessary.

(2) That the Director of Finance report to the Car Parking Panel on making charges for all car parking throughout the District.

SOUTH ESSEX STRUCTURE PLAN

1140. The Director of Technical Services reported on the County Council's timetable for the Structure Plan. After consultation and public participation, the draft Written Statement would be available for comment early in 1976. The County Council asked for immediate assistance under three headings - Outstanding Policy Commitments for Commercial Development, The "Physical" Capacity of Existing Town Centres to accommodate increases in Shops and Offices and Information on all aspects of the Council Housing Programme.

Resolved (1) that Members be supplied with copies of the "Survey Aspect Reports" produced by the County Council.

(2) that Officers of the County Council be invited to meet members to discuss the preparation of the Structure Plan.

(3) that a Special Meeting of the Committee be held at an early date to define the issues which the County Council should be asked to take into account in Structure Plan Preparation. (654)

SOUTH ESSEX INTERIM DEVELOPMENT CONTROL POLICY

1141. The Director of Technical Services reported that, following the reversal of the decision on Maplin and the loss of that employment base, the County Council have reconsidered the South Essex Interim

Development Services Committee

Development Control Policy. There appeared to be adequate residential land but, although there was sufficient in total, there was a shortage of immediately available industrial land. It would obviously be premature to make radical changes in policy in advance of the Structure Plan but, in view of the employment problems, it would be desirable to adopt a more flexible approach to industrial development than the present policy allowed.

The County Planning Committee had therefore resolved to adopt the following revised Interim Control Policy:-

- (1) That in view of the existing supply of land for residential and office purposes in South Essex, and the submission date of the County Structure Plan in 1976, the Interim Development Control Policy relating to residential and office development continued to be adhered to pending the approval of the Structure Plan.
- (2) That in view of the possible future difficulties of population/employment ratio facing South Essex, consideration be given in the period prior to the approval of the Structure Plan, to proposals for industrial development on land adjoining areas already allocated for industrial purposes in the Review Development Plan; each case to be treated on its merits.
- (3) District Councils in South Essex be informed that the County Planning Authority may be prepared to consider favourably industrial applications on land not specifically allocated for the purpose as indicated on this report.

District Councils were asked to note this Policy. (654)

BRAMINGTON ROAD, HOCKLEY - DEVELOPMENT PANEL (Minute 657/74)

1142. The Committee received the appended report of the Meeting held on 25th November, 1974.

Resolved that the report be adopted. (ROC/1101/73)

RELAXATION - BR.8245 - ERECTION OF GARAGE AND CAR PORT WITH TWO BEDROOMS OVER AT 11 BEECH AVENUE, RAYLEIGH

1143. The Director of Administration reported that proposed works involved the construction of a car port on two pillar supports with a bedroom over, leaving the flank wall open to provide natural lighting to the ground floor bedroom and kitchen/diner, thus contravening Building Regulations E5, E7 and K3(1) (Spread of Fire, Unprotected Areas and Open Space Zone). The Chief Fire Officer had no observations.

Resolved that, subject to no objections being made by the adjoining owner by 19th December, 1974, in accordance with Section 6 of the Public Health Act 1961, the requirements of Building Regulations E5, E7 and K3(1) be relaxed for Application BR.8245, which also be approved under the Building Regulations. (241)

GROVE ROAD COUNTY PRIMARY AND JUNIOR SCHOOLS - CROSSING PATROL

1144. The Director of Administration reported that the School Managers were pressing the Chief Constable to provide a school crossing patrol.

RECOMMENDED That the Council support the application. (6566)

Development Services Committee

SCHEDULE OF DEVELOPMENT APPLICATIONS AND RECOMMENDATIONS

1145. The Director of Technical Services submitted a list of applications decided under delegation. The Chairman drew attention to those applications on the schedule which were "starred" in accordance with Minute No.847(2)/74 as conforming with the Council's policy, and the recommendations on such applications were approved "en bloc".

Resolved that decisions be made in accordance with the recommendations appearing in the Schedule appended to the Minutes with the under-mentioned exceptions:-

Para. 1 - A/ROC/17/73

The Director of Technical Services submitted amended details of smaller wall signs, and recommended their approval.

That the application be refused for the reasons set out in the Schedule.

Para. 12 - ROC/475/74

That the word "Inspector's" be substituted for the word "developer's" in Line 15, Paragraph 3 of the note following the recommendation on this application.

Para. 13 - ROC/587/74

That the word "or" be substituted for the word "and" in Line 6 of Reason 1 of the Refusal.

Para. 29 - ROC/770/74

That the words "no other" be substituted for the word "another" in Line 2 of Condition 2.

Para. 32 - ROC/144/74

That the words "were considered and following representations by" be inserted after the word "respectively" in Line 2, Paragraph 2 of the Note following the recommendation on this application.

Para. 35 - RAY/546/73

The Director of Technical Services submitted the following amended measurements in respect of Type C bungalows - floor area 57.72m² (620 square feet) and withdrew his recommendation for refusal on that part of the application; substituting a recommendation of approval in respect of these dwellings.

That the application be approved subject to the following additional conditions:-

7. The single storey dwellings shall be erected in accordance with the details shown on Drawing No.1305.12S.

Para. 36 - ROC/947/73

That consideration of the proposal be deferred for further information upon the comprehensive development of the area and the proposals for making up the roads in question.

Development Services Committee

"THE LAVERS", 76 HOCKLEY ROAD, RAYLEIGH
TOWN AND COUNTRY PLANNING ACT 1971, SECTIONS 60 AND 61
TREE PRESERVATION ORDER 3/74

1146. The Director of Administration reported that proposals had been submitted to the Council for redevelopment and possible purchase of the above site which proposals involved the felling of seven poplar and one sycamore tree. Being of the opinion that the trees were a pleasing and important part of the street scene and contributed substantially to the enjoyment thereof, the Chairman of the Committee, in exercise of authority delegated to him by Standing Order 31 and Minute 534/74, had authorised the making of a Tree Preservation Order. There had been urgency because a Meeting to discuss the proposals had been held the day before the Meeting of the Committee and a direction had been made under Section 61 to bring the order into provisional effect immediately. (5871)

39 ALDERMANS HILL, HOCKLEY - TOWN AND COUNTRY PLANNING ACT 1971 -
SECTIONS 60 AND 61 - TREE PRESERVATION ORDER 1/74 (Minute 532/74)

1147. The Director of Administration having reported it was
Resolved that the District of Rochford Tree Preservation Order 1/74 be confirmed as an unopposed Order. (4512)

cah

ROCHFORD DISTRICT COUNCIL

Report of the Bramerton Road, Hockley Development Panel.

At a Meeting held on 25th November 1974 Present: Councillors
C.D. Bright (Chairman), S.W. Barnard, R. Blackburn, Miss.J.P. Browning,
C.B. Gowlett, M.L. Kennaugh, A.L. Tate and D.C. Wood

APOLOGY FOR ABSENCE

An apology for absence was submitted on behalf of Councillor Mrs. J.M. Jones.

TERMS OF REFERENCE (Minute 657/4)

Members noted the following terms of reference of the Panel.

"At the ordinary meeting of the Development Services Committee held on 1st August 1974 it was decided to set up a Working Party to give detailed consideration to the proposals relating to Planning Application ROC/1101/73 as set out in Paragraph 41 of the Schedule, undertaking consultations with the Hockley Parish Council, and reporting to the next appropriate meeting of the Committee".

OUTLINE APPLICATION NO. ROC/1101/73 FOR RESIDENTIAL DEVELOPMENT OF 10.67 ACRES NORTH OF BRAMERTON ROAD, HOCKLEY - DONALD MOODY LIMITED.


The Panel considered the report of the Director of Technical Services giving a detailed history of this site; the observations of Hockley Parish Council upon the proposals, and his recommendations for determination of the application. He also submitted a plan of the area and reported that the Developers had lodged appeal against the Council's failure to give decision on the application within the appropriate period.

It was appreciated that efforts over a long period to secure the acquisition of the application site for open space purposes had not been achieved due to financial limitations.

Members felt that the additional population which would accrue as a result of development on the adjoining 25 acres already approved in outline, and residential development of the site under consideration would further increase the need for open space provision, and it was considered that the areas of land totalling 10.42 acres offered by the Developers for open space purposes were not comparable with the application site, being unsuitable for organised sports.

It was mentioned that the recent Government White Paper, Cmnd.5730, on Land, may in the future have some bearing upon the possible acquisition, by a local authority of sites similar to the application site, but no legislation was yet in operation.

Whilst some Members of the Panel still felt that efforts should be made to retain the site for public open space purposes and acquire it, it was suggested as an alternative that the Council might seek, through discussions with the Developers to achieve a better planned development of the site in conjunction with the adjoining 25 acres, so that a substantial measure of public open space was provided in a central position, surrounded by residential development.



RECOMMENDED (1) That the Panel, after seeking the views of Hockley Parish Council and making a site inspection, undertake discussion with the Developers upon the proposals for the development of the more suitable site.

(2) That the Director of Administration issue Members with a copy of the Government White Paper (Cmd.5730) on Land.

ROCHFORD DISTRICT COUNCIL

REPORT OF THE DIRECTOR OF FINANCE
TO DEVELOPMENT SERVICES COMMITTEE
ON 12TH DECEMBER 1974

PRIVATE AND CONFIDENTIAL

SCHEDULE OF CHARGES

The appended Schedule of Charges has been arranged as follows:-

1. Each type of charge (Column 1) has been split between:
 - a) Charges which are exempt from VAT
 - b) Charges where VAT is absorbed
 - c) Charges where VAT must be added
2. Column 5 shows the actual charge increased by reference to the Retail Price Index to 1st April, 1974 from the date the charge was last revised as shown in Column 2.
3. The two possible charge Columns 6 and 7 reflect the charges shown in Column 5 updated by:
 - a) The average increase in the rate levied in 1974/75 over that levied in 1973/74. This now shows the charges in line with the Council's level of expenditure for 1974/75.
 - b) A forecasted increase in rates for 1975/76.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
Details	Date of last revision	Present Charge	Time covered by Charge	Present Charge updated by Retail Price index to 1.4.74.	Possible Charge	Decision	

CAR PARKS - THE APPROACH/BACK LANE

i) Charge - V.A.T. absorbed	1.4.74.	£	£	£	£	£
Motor Cycle - Residents - Daily	05	08	11	17		
Weekly	20	32	45	68		
Monthly	55	87	See Part(ii)	See Part(ii)		
Motor Cycle - Non-Residents -						
Daily	05	08	11	17		
Weekly	20	32	45	68		
Monthly	70	See Part(ii)	See Part(ii)	See Part(ii)		
Motor Cars - Residents - Daily	10	16	22	33		
Weekly	45	71	99	See Part(ii)		
Motor Cars - Non-Residents -						
Daily	10	16	22	33		
Weekly	45	71	99	See Part(ii)		

ii) Charge - V.A.T. to be added

Motor Cycle - Resident - Monthly	See Part(i)	See Part (i)	1.22	1.83		
Non-Resident -						
Monthly	See Part(i)	1.11	1.55	2.33		
Motor Car - Resident - Weekly	See Part(i)	1.58	See Part(i)	1.49		
Monthly	1.00	1.58	2.21	3.32		
Quarterly	2.80	4.42	6.19	9.29		
Yearly	11.20	17.70	24.78	37.17		
Motor Car - Non-Resident -						
Weekly	See Part(i)	See Part(i)	See Part(i)	1.49		
Monthly	1.25	1.98	2.77	4.16		
Quarterly	3.50	5.53	7.74	11.61		
Yearly	14.00	22.12	30.97	46.46		

- NOTE: a) Two free parking spaces close to the station entrance are reserved for disabled Drivers at the Approach Car Park, Rayleigh.
- b) All other car parks are provided free of charge.

SCHEDULE OF DEVELOPMENT APPLICATIONS AND RECOMMENDATIONS

DEVELOPMENT SERVICES COMMITTEE

12th December, 1974.

1. RAYLEIGH

A/RAY/17/73 - Mac's Garage, Eastwood Road, - Mac's Garage (Rayleigh) Ltd.

Illuminated wall mounted signs at each end of the existing fascia sign and illuminated pole mounted identification sign to replace existing petrol sales sign.

Wall Sign: 1.75m high (5'8") x 1.6m wide (5'2 $\frac{1}{2}$ ").
Pole Sign: 1.75m high (5'8") x 1.6m wide (5'2 $\frac{1}{2}$ ").
Height from ground level to top of sign
4.25m (13'11").

D.T.S. - Refuse Permission for the following reasons:-

1. The location of the illuminated wall mounted box signs would be unduly obtrusive on the face of the building by reason of their size in relation to the existing fascia sign.
2. The illuminated pole mounted identification sign is considered excessive in size and visually, would be detrimental to the street scene.

2. ROCHFORD

ROC/603/74 - Land at junction of West Street and Union Lane -
National Benzole Co. Limited.

Outline application to demolish existing garage premises and erect shopping precinct with flats over.

(Site area approximately $\frac{1}{2}$ acre).

D.T.S. - Grant Permission subject to:-

1. (a) Outline permission is hereby granted for the redevelopment of the site for ground floor shopping use with residential accommodation over subject to the subsequent approval of the local planning authority to the siting, design and external appearance of the buildings and the means of access thereto and subject also to the following additional conditions:-
 - (b) Application for approval of the reserved matters shall be made to the local planning authority within three years beginning with the date of this outline permission.
2. The development hereby permitted shall be begun on or before whichever is the later of the following dates:-
 - (a) the expiration of five years beginning with the date of this outline permission.

(b) the expiration of two years from the final approval of the reserved matters, or in the case of approval on different dates, the final approval of the last such matter to be approved.

3. An adequate area shall be reserved within the rear portion of the site with access to Union Lane for the parking, loading and unloading of service vehicles, such area to be agreed with the local planning authority.
4. The provision of one car parking space per 500 square feet of net shopping floor space.
5. The provision of one car parking space per each residential unit in addition to a garage or a space for a garage for each unit.
6. The mass of the buildings shall be in scale and harmony with the adjoining buildings.
7. The materials to be used externally shall be appropriate to the area and sympathetic to the adjoining buildings.
8. The design of the buildings shall be such that the proportions of the parts relate to each other and are appropriate and neighbourly to adjoining and nearby buildings and to the adjoining designated Conservation Area.
9. This permission does not authorise the erection of the buildings proposed in the position shown on the plans accompanying the application neither does it convey any approval to the number of shopping and residential units.

3. HOCKLEY

ROC/605/74 - Proposed Primary School Site, Manor Road - Ranom Limited.

Erect 8 dwellings and extend Manor Road with access.

<u>Plot</u>	<u>House Type</u>	<u>Frontage of Plot</u>	<u>Depth of Plot</u>	<u>Floor Area</u>
1	Chichester	42.67m (140'0")	27.4m (90'0")	135 m2 (1462sq.ft)
2	Kent	11.27m (37'0")	38.1m (125'0")	115 m2 (1233sq.ft)
3	Kent	10.9m (36'0")	45.1m (148'0")	115 m2 (1233sq.ft)
4	Chichester	48.76m (160'0")	36.57m (120'0")	135 m2 (1462sq.ft)
5	Kent	9.44m (31'0")	38.1m (125'0")	115 m2 (1233sq.ft)
6	Sussex	10.97m (36'0")	33.5m (110'0")	134 m2 (1444sq.ft)
7	Sussex	10.05m (33'0")	35.0m (115'0")	134 m2 (1444sq.ft)
8	Sussex	12.19m (40'0")	35.0m (115'0")	134 m2 (1444sq.ft)

D.T.S. - Grant Permission subject to:-

1. The cul-de-sac serving this development shall be laid out and constructed strictly in accordance with the attached plan.

2. The carriageway of the proposed estate road shall be constructed prior to the commencement of the erection of any residential development proposed to have access from such road and the proposed road, and turning spaces, where applicable, shall be constructed in such a manner as to ensure that each dwelling before it is occupied shall be served by a properly consolidated and surfaced carriageway between the dwellings and existing highway. Further, the footways and footpaths commensurate with the frontage of each dwelling shall be constructed and completed from the date of occupation of the dwellings.
3. The garages to be erected on Plots numbered 1 and 4 shall be constructed in facing brickwork to match those of the respective dwellings.
4. Tree planting, landscaping and fencing as shown on drawing No. 710/9 shall be carried out during the first available planting season following commencement of the development, any tree or shrub dying within five years of planting shall be replaced by the applicant or their successors in title to the satisfaction of the local planning authority.
5. Prior to any development commencing the applicant shall satisfy the local planning authority about the adequacy of the drainage of surface water from the site.

4. HOCKLEY

ROC/620/74 - The Dome Country Club, Lower Road - F.E. Cleveland (The Dome Country Club & Caravan Park Limited).

Erect N.H.S. Clinic. (amending ROC/202/74).

D.T.S. - Grant Permission.

*5. GREAT WAKERING

ROC/725/74 - Barrow Hall Lane - Robert Leonard Developments Limited.

Outline application for the development of 10.3 acres of agricultural land for residential purposes.

D.T.S. - Refuse Permission for the following reasons:-

1. Std.Reason A - M.G.B. - A2 - Residential.
2. The site comprises of high quality agricultural land.
3. The granting of permission in this case could lead to further applications being made to develop adjoining land of similar high agricultural quality.

NOTE: Grounds of refusal numbered 2 and 3 are as recommended by the Ministry of Agriculture, Fisheries & Food.

*6. HULLERIDGE

ROC/761/74 - "Long View", The Esplanade - Mr. G. Wyatt.

Alterations and additions to existing bungalow to form 2 storey dwelling.

Single Storey extension: 10m x 2.13m (32'9" x 7'0").
1st Floor extension: 10m x 6.48m (32'9" x 21'3").

D.T.S. - Grant Permission subject to:-

1. Std. Cond. 3. - Commence in 5 years.
2. Std. Cond. 11. - Submit materials schedule.

7. HULLERIDGE

ROC/762/74 - Site of Coventry Stores and curtilage junction of Coventry Hill and Ferry Road - Mr. E.R. Eddie.

Outline application to demolish existing buildings and erect 2 shopping units with 2 single floor flats over and erect 2 garages and construct 5 parking spaces.

Frontage of Plot: 23.7m (78'0") to Lower Road, Depth of Plot: 31.4m (103'0"), Floor Areas: Shops - 217 m² (2340 sq.ft), Flat 1 - 93.6 m² (1000 sq.ft), Flat 2 - 81.75 m² (880 sq. ft).

D.T.S. - Refuse Permission for the following reasons:-

1. The development proposed constitutes an over-development of the site in that inadequate provision has been made for off-street parking, loading and unloading of vehicles and no provision made for the required amenity areas to the two residential units.
2. The parking and servicing arrangements as shown on the plan accompanying the application would lead to conflict between customers vehicles and those of residents and service vehicles.

*8. RAYLEIGH

ROC/808/74 - Hall Farm, London Road, Rawreth - Mr. D. Tarver.

Outline application for residential development.
(COUNTY MATTER)

Frontage of Plot: 15.24m (50 ft), Depth of Plot: 60.96m (200 ft).

D.T.S. - Refuse Permission for the following reasons:-

1. Std. Reason A - M.G.B. - A2 - Residential.
2. A dwelling in this situation would give rise to additional slowing, turning and manoeuvring movements of vehicles entering and leaving the highway and vehicles left standing within the carriageway would interfere with the free flow of traffic to the detriment of highway safety.

NOTE: Ground of refusal No. 2 is as directed by the Highways Authority.

*9. RAYLEIGH

ROC/838/74 - Wrights Nursery, Hullbridge Road - J.T. Byford & Sons Ltd.

Outline application for development of 27 $\frac{1}{2}$ acres of agricultural land for residential purposes.

(COUNTY MATTER)

D.T.S. - Refuse Permission for the following reasons:

1. Std. Reason A - M.G.B. - A2 - Residential.
2. The formation of an estate road junction on this frontage would give rise to additional slowing and turning movements on this newly re-aligned section of Class III road. Such movements would interfere with the free flow of traffic and give rise to hazardous conditions within the highway.

NOTE: Reason 2 is at the direction of the highway authority.

*10. RAYLEIGH

ROC/866/74 - 11, Beech Avenue - Mr. R. White.

Demolish existing garage and erect garage and covered way with 2 bedrooms over.

Side extension: 8.098m x 2.530m (26'7" x 8'3").

D.T.S. - Grant Permission subject to:-

1. Std. Cond. 3. - Commence in 5 years.
2. Std. Cond. 12. - Materials to match existing.
3. The floor space shown for garaging shall be used for no other purposes incidental to the enjoyment of the dwelling without the prior approval in writing of the local planning authority.

11. RAYLEIGH

ROC/768/74 - 29, High Street - Mr. R.A. Byford.

Erect detached chiller and freezer storage unit to rear of butcher's shop.

7.8m long (25'7") x 3.78m wide (18'5"), Floor Area: 29.48 m² (317 sq.ft).

D.T.S. - Grant Permission subject to:-

1. Std. Cond. 3 - Commence in 5 years.
2. This permission relates to the plans deposited on the 29th August 1974 as amended by the revised drawings received on the 25th November, 1974.

12. RAYLEIGH

ROC/475/74 - Rear of 24, Eastwood Road - Mr. J.C. Shand.

Demolish existing building and erect factory unit.

Frontage of Site: 30.7m (100 ft), Depth of Site: 12.5m (41ft),
Floor Area: 220 m2 (2372 sq.ft).

D.T.S. - Grant Permission subject to:-

1. Std. Cond. 3 - Commence in 5 years.
2. The building shall be used for no other purpose than as a light industrial building within the meaning of Class III of the Schedule to the Town and Country Planning (Use Classes) Order 1972.
3. The car parking areas and the area reserved for loading and unloading of vehicles shall be constructed and laid out to the satisfaction of the local planning authority prior to the building being brought into use.
4. No goods, plant or material shall be deposited or stored on the open areas of the site.
5. A 1.8 metres (6 feet) high close boarded fence shall be erected along the southern boundary of the site commensurate with the occupation of the building.

NOTE: The site forms part of a small enclave of industrial character behind numbers 16 to 24 Eastwood Road. Access is gained between numbers 22 and 24. In the review town map the application site is in a residential allocation while existing factory units to the west are included in a car parking notation; they adjoin the Castle Road car park.

In normal circumstances I would have sought to achieve development of the site in accordance with town map allocations but the planning history of the area is clearly pertinent to the decision to be made on the current application.

In 1959 the Urban District Council's policy was to prevent any consolidation or expansion of industry when it refused planning permission for an extension of an existing industrial building behind No. 24 Eastwood Road. The Minister of Housing and Local Government agreed and an appeal was dismissed. (RAY/92/59). Later however this view changed to some extent when the Urban District Council along with the Area Planning Sub-Committee and the County Planning Committee supported approval to RAY/131/60 which was for a new industrial unit of some 1800 square feet to be sited behind Nos. 16-22 Eastwood Road. The Minister granted conditional planning permission following his calling in of the application and the holding of a local inquiry. The Minister accepted the developer's recommendation for conditional approval, such recommendation being based on the views that he could see no future for the site for residential purposes, it was no longer required by the Council for incorporation in the

adjoining car park and there would be no appreciable loss of amenity provided the building was limited in its use to light industry.

The past 14 years appear to have seen little material change in the circumstances except that the area could adopt a more commercial character if the sites of 12 to 24 Eastwood Road are developed for shopping purposes as approved at RAY/398/73. The proposal does depart from the provisions of the development plan but having regard to the history of the area that departure is not a substantial one. I do recommend however that details of the application are advertised prior to the issue of notice of conditional approval and that the case be considered further by the Committee should any representations opposing the development be received.

13. GREAT WAKERING

ROC/587/74 - Land adjoining 61, High Street - Mr. D.J. Church.

Erect 12 x 1 bedroom flats with 12 garages.

Frontage of Plot: 44.2m (145'0"), Depth of Plot: 47m (154'0"),
Floor Area: 44.6 m² (480 sq. ft)., per unit.

D.T.S. - Refuse Permission for the following reasons:-

1. In the opinion of the local planning authority, the proposed development would significantly detract from the visual amenities and character of the High Street by reason of the demolition of properties numbered 53 to 61, High Street which are listed as buildings of special architectural and historic interest, Grade II forming an important and integral part of the street scene.
2. Notwithstanding reason No. 1 above the proposed layout would effectively destroy the remaining character of other parts of the High Street by reason of the proposed buildings being set back from the road, thus causing a loss of visual enclosure within the street scene. The design and the materials to be used are inappropriate and unsympathetic with the adjoining buildings and the area generally. The car parking facilities and amenity areas to be provided do not conform to the policies laid down in the Essex County Council Design Guide for Residential Areas.
3. The layout submitted is unsatisfactory as no hardstanding areas are provided convenient to the front doors of the units. This would result in vehicles parking within the highway.
4. The rear access way is insufficient in width to allow two vehicles to pass and this would result in vehicles reversing out onto the highway to the detriment of highway safety.

NOTE: Grounds of refusal numbered 3 and 4 are as directed by the Highways Authority.

14. ASHINGDON

ROC/974/74 - Farnbridge Road, South Farnbridge - Eastern Electricity Board.

Erection of 11,000 watt overhead electricity line.

D.T.S. - Grant Permission.

NOTE: This proposal is for about 580 feet of 11 kv overhead line adjacent to Rectory Farm to reinforce the domestic supply in the area. It represents a slight deviation from the route of an earlier proposal, approved by the former Rural District Council, now cancelled (ROC/1115/73).

15. ROCHFORD

ROC/630/74 - Purdeys Way, Purdeys Industrial Estate - Magnolia Manufacturing Co. Limited.

Extend loading bay on north side of existing factory.

Extensions - each 6.1m x 6.4m (20' x 21').

D.T.S. - Grant Permission subject to:-

1. Std. Cond. 3. - Commence in 5 years.
2. Std. Cond. 12. - Materials to match existing.
3. The access serving the loading bay shall be permanently maintained at a minimum width of 6m (19'8") abutting to and along the entire length of the side of the existing factory including the area indicated for future phase two extension on the layout plan, drawing No. 423:09B accompanying the application.
4. Detailed plans shall be submitted showing the necessary revised car parking arrangements in association with Condition (3) above for the approval of the Local Planning Authority, prior to the loading bay extensions being brought into use.

*16. RAYLEIGH

ROC/698/74 - 8, Broad Oak Way, - Mr. B. Willoe.

Add car-port and extend bedrooms over.

Ground Floor: 9.14m x 3.2m (30' x 10'6"), 1st Floor: 8.5m x 2.25m (28' x 7'4").

D.T.S. - Grant Permission subject to:-

1. Std. Cond. 3. - Commence in 5 years.
 2. Any future garage doors to the car port shall be positioned a minimum distance of 6.1m (20 feet) from the highway boundary.
 3. The floor space shown for garaging shall be used for no other purpose incidental to the enjoyment of the dwelling without the prior approval in writing of the local planning authority.
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*17. HAWKWELL

ROC/745/74 - 41, The Westerings - Mr. A. Guinness.

Add first floor to existing bungalow.

9.6m x 7.31m (31'6" x 24'0").

D.T.S. - Grant Permission subject to:-

1. Std. Cond. 3. - Commence in 5 years.
2. Std. Cond. 11. - Submit materials schedule.
3. The floor space of the existing garage shall be used for no other purpose incidental to the enjoyment of the dwelling without the prior approval in writing of the local planning authority.

18. HOCKLEY

ROC/869/74 - 15, Branksome Avenue - Mr. E.D. Walpole.

Erect residential dwelling with garage.

Frontage of Plot: 14.2m (46'6") reducing to 10.2m (33'7").

Depth of Plot: 61m (200'0"). Floor Area: 168.5 m2 (1814 sq.ft).

D.T.S. - Grant Permission subject to:-

1. Std. Cond. 3. - Commence in 5 years.
2. The floor space shown for garaging shall be used for no other purpose incidental to the enjoyment of the dwelling without the prior approval in writing of the local planning authority.
3. The existing natural hedgerow along the western boundary of the site shall be retained.
4. Screening in the form of either a 1.83 metres (6 feet) high close boarded fence or a 0.61 metres (2'0") high wall surmounted by a 1.22 metres (4'0") high close boarded fence shall be erected between the points marked AA on the attached plan and completed before the dwelling is first occupied..

19. HOCKLEY

ROC/913/74 - Land west of No. 15 Branksome Avenue - Mr. E.D. Walpole.

Site temporary residential caravan while dwelling is being completed. (ROC/869/74 refers).

D.T.S. - Grant Permission subject to:-

The caravan hereby approved shall be removed and the site restored to the satisfaction of the local planning authority not later than the 30th June 1975 or upon completion and occupation of the new dwellinghouse granted under planning application ROC/869/74, whichever is the earlier.

20. RAYLEIGH

RAY/38/73 - Land at Eastwood Rise (about 105 feet north from Sandhill Road) - Mr. P. Smith.

Erect detached house and garage (details).

Frontage of Plot: 16.45m (54'0"), Depth of Plot: 42.67m (140'0"),
Floor Area: 153.8 m2 (1655 sq. ft).

D.T.S. - Grant Permission subject to:-

The floor space shown for garaging shall be used for no other purpose incidental to the enjoyment of the dwelling without the prior approval in writing of the local planning authority.

NOTE: Permission for one dwelling was granted on appeal 5th February 1974.

*21. RAYLEIGH

ROC/757/74 - "Sundown", Ethel Road - Mr. H.D. Mew.

Add extension to form lounge and 2 bedrooms.

6.5m wide x 6.1m deep (21'4" x 20'0").

D.T.S. - Grant Permission subject to:-

1. Std. Cond. 3. - Commence in 5 years.
2. Std. Cond. 12. - Materials to match existing.

*22. HOCKLEY

ROC/814/74 - 2, The Gattens - Mr. P.H. Wheeler.

Demolish existing garage and add new garage with bedroom over.

3.9m (12'10") x 8.2m (27'0").

D.T.S. - Grant Permission subject to:-

1. Std. Cond. 3. - Commence in 5 years.
2. Std. Cond. 12. - Materials to match existing.
3. A distance of not less than one metre shall be provided between the proposed extension and the western boundary of the site.

*23. HOCKLEY

ROC/815/74 - 1, The Gattens - Mr. P.H. Wheeler.

Enlarge kitchen and bedrooms over.

1.9m (6'3") x 5.7m (18'9").

D.T.S. - Grant Permission subject to:-

1. Std. Cond. 3 - Commence in 5 years.
2. Std. Cond. 12 - Materials to match existing.

*24. ASHINGDON

ROC/923/74 - Adjacent to "By-the-Way", Canewdon Road - Mrs. L.D. Nicholls.

Outline application to erect detached bungalow and garage. (COUNTY MATTER)

Frontage of Plot: 16m (52'6"), Depth of Plot: 44m (144 ft).

D.T.S. - Refuse Permission for the following reasons:-

1. Std. Reason A - M.G.B. - A2 - Residential.
2. A dwelling in this situation would give rise to additional slowing, turning and manoeuvring movements of vehicles entering and leaving the highway, and vehicles left standing within the carriageway would interfere with the free flow of traffic to the detriment of highway safety.

NOTE: Ground of refusal No. 2 is as directed by the Highways Authority.

*25. CANEWDON
ROC/944/74

Land adjacent to "Merryfields", Larkhill Road - Mr. B.C. Hastead.

Outline application to erect one bungalow and detached garage. (COUNTY MATTER)

Frontage of Plot: 26.5m (87 feet), Depth of Plot: 76.2m (250 feet).

D.T.S. - Refuse Permission for the following reasons:-

1. Std. Reason A - M.G.B. - A2 - Residential.
2. A dwelling in this situation would give rise to additional slowing, turning and manoeuvring movements of vehicles entering and leaving the highway, and vehicles left standing within the carriageway would interfere with the free flow of traffic to the detriment of highway safety.

NOTE: Ground of refusal No. 2 is as directed by the Highways Authority.

26. ROCHFORD

ROC/10/74 - High Acres, Nobles Green - Mr. A.J. Parry.

Erect a reinforced concrete framed building.

36.8m long (120'9") x 12.19m wide (40'0").

D.T.S. - Grant Permission subject to:-

1. Std. Cond. 3. - Commence in 5 years.

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2. The building shall be used for agricultural purposes as defined in Section 290 (1) of the Town and Country Planning Act, 1971 and for no other purpose.
3. The hedge on the eastern side of the access shall be reduced to a height of three feet for a distance of twenty feet.

NOTE: The Southend Borough Council does not object to approval being granted.

*27. RAYLEIGH

ROC/503/74 - Land fronting Arterial Road, - Mrs. Stone.

Outline application to use site for Sunday Market Trading.
(COUNTY MATTER)

D.T.S. - Refuse Permission for the following reasons:-

1. Std. Reason A. - M.G.B. - A1 - Commercial.
2. The use proposed would give rise to excessive noise and general disturbance in the area on Sundays to the detriment of the amenities of the occupiers of dwellings in adjoining residential streets.
3. This proposal is likely to cause interference with the future safety and free flow of traffic on the trunk road.

NOTE: Reason 3 is at the direction of the Regional Roads Controller of the Department of the Environment. The Castle Point and Southend Council's support refusal.

*28. HULLBRIDGE

ROC/741/74 - 18, Meadow Road - Mr. D.H. Howe.

Add garage with bedroom over.

(2.44m (8'0") x 3.66m (12'0").

D.T.S. - Grant Permission subject to:-

Materials to be used on external finishes shall be approved by the local planning authority before being applied.

NOTE: This extension is substantially complete and has been constructed in conjunction with a similar proposal at 20 Meadow Road, Hullbridge, approved by the former Rural District Council at ROC/785/73. Nos. 18 and 20 Meadow Road were detached units but are now joined for approximately half their length by, in each case, a garage with bedroom over.

29. CANEWDON

ROC/770/74 - Grapnells Farm, Wallasea Island - Wallasea Farms Limited.

Erect general purpose agricultural store.

12.19m long (40 feet) x 9.14m wide (30 feet).

D.T.S. - Grant Permission subject to:-

1. Std. Cond. 3. - Commence in 5 years.
- 2.. The building shall be used for purposes in connection with agriculture only and for another purpose including any other purpose in Class X of the Schedule to the Town and Country Use Classes Order, 1972.

30. HOCKLEY

ROC/829/74 - Land east of 24, Main Road - Mr. Sewell.

Erect 3 storey shop for furniture and soft fittings with car parking and servicing facilities at rear.

Frontage of Plot: 19.5m (64 ft), Depth of Plot: 39m (128 ft), Floor Area: 418 m2 (4500 sq. ft).

D.T.S. - Grant Permission subject to:-

1. Std. Cond. 3. - Commence in 5 years.
2. This permission relates to the drawings deposited on the 25th September 1974 as amended by the revised drawings received on the 7th November 1974.
3. Std. Cond. 11. - Submit materials schedule.
4. The areas shown for access, servicing and parking shall be surfaced to the satisfaction of the local planning authority and be available for use concurrently with the occupation of the shop.
5. Apart from customer's cars, employee's cars and trade vehicles there shall be no storage or display of materials on open areas of the site.
6. The access approach within the site shall be widened to 16ft in width.

NOTE: Condition 6 is as directed by the Highways Authority. This proposal is smaller than and supercedes that approved at ROC/1147/73.

31. CANEWDON

ROC/668/74 - 13, Pudsey Hall Lane - Mr. R. Taylor.

Add extension to form bedroom/study and dining-room and erect 4 stables.

Extension: 6.3m wide x 3.55 deep (20'7" x 11'7"). Stables: 12.19m long (40 ft) x 3.08m deep (10 ft).

D.T.S. - Grant Permission subject to:-

1. Std. Cond. 3. - Commence in 5 years.
2. The materials used in the external construction of this extension to the bungalow shall match those of the existing building.
3. The stables shall be used only for the keeping of horses for the personal enjoyment of the occupiers of No. 13 Pudsey Hall Lane.

32. RAYLEIGH

ROC/144/74 - Adjacent Whitepost Farm, London Road - Brentwood R.C. Diocese Trustees.

Outline application for Social Centre for the Roman Catholic Parish of Rayleigh.

D.T.S. - Grant Permission subject to:-

1. Std. Cond. 1. - A & B - Reserved matters to be approved.
2. Std. Cond. 2. - a & b - Commence in 5 years or 2 years.
3. This permission relates to Drawing No. 214/07/Rev.B dated October 1974.
4. There shall be no obstruction to visibility within the area of the sight splays hatched blue on Drawing No. 214/07/Rev.B.
5. Prior to the Social Centre being first used the carriageway and footways indicated on drawing No. 214/07/Rev.B shall be laid out and constructed to the satisfaction of the local planning authority.
6. Prior to the social centre being first used, provision shall be made on the site for the parking of vehicles in accordance with a scheme the details of which shall have been approved by the local planning authority before any development is commenced.

NOTE: The comments I now make apply equally to the next application on this schedule - ROC/180/74 - a home for mentally handicapped children.

In 1972 - RAY/522/72 and RAY/523/72 for a children's home and a parish centre respectively by the former Urban District Council to the County Council the acceptance of the proposals in the proposed extensions to the Metropolitan Green Belt was agreed in principle. The outstanding question was one of siting since the earlier proposals were so sited as to possibly commit other land to development. The current applications have been negotiated to ensure that a compact development can be achieved adjoining Whitepost Farm and the land acquired by Eastern Electricity for a new depot.

These proposals will involve land owned by the District Council and affording access to the field used by the football club, to the extent of diverting and surfacing that access.

Subject to the Committee accepting my recommendations for conditional approval, I recommend that the concurrence of the County Planning Authority be obtained before notices of planning permission are issued.

33. RAYLEIGH

ROC/180/74 - Adjacent Whitepost Farm, London Road - Elizabeth Fitzroy Homes.

Outline application for a home for mentally handicapped children.

D.T.S. - Grant Permission subject to:-

1. Std. Cond. 1. - A & B - Reserved matters to be approved.
2. Std. Cond. 2. - a & b - Commence in 5 years or 2 years.
3. This permission relates to the amended drawing received by the local planning authority on the 28th November, 1974.
4. There shall be no obstruction to visibility within the area of the sight splays hatched blue on the application drawing.
5. Prior to the house being first used, the carriageway and footways indicated on the application drawing shall be laid out and constructed to the satisfaction of the local planning authority.
6. Prior to the house being first used, provision shall be made on the site for the parking of vehicles in accordance with a scheme the details of which shall have been approved by the local planning authority before any development is commenced.

NOTE: See comments on the preceeding item- ROC/144/74.

34. HOCKLEY


ROC/367/73 - Land adjoining 48, Aldermans Hill - Mr. J.C. Helling.

Erect 1 dwelling. (Details).

Frontage of Plot: 11.88m (39'0"), Depth of Plot: 42.37m (139'0"),
Floor Area: 151.2 m² (1626 sq.ft).

D.T.S. - Grant Permission subject to:-

1. Std. Cond. 11. - Submit materials schedule.
2. The floor space shown for garaging shall be used for no other purpose incidental to the enjoyment of the dwelling without the prior approval in writing of the local planning authority.

 986

RAY/546/73 - Land rear of 87, Grove Road - A. & J. Wedge Limited.

Extend existing estate road - extending Sheridan Close, and erect 5 blocks, two storey-high each with 4 flats, 1 pair semi-detached bungalows and 22 garages.

<u>Type.</u>	<u>Floor Area</u>	
A flats.	58.37 m2	(628 sq.ft).
B flats.	58.37 m2	(628 sq.ft).
C bungalows.	50.51 m2	(543 sq.ft).
		Frontage: 7.62m (25'0")
		Depth: 15.24m (50'0")

D.T.S. - Grant permission in respect of the flats, estate road and garages subject to:-

1. Std. Cond. 3. - Commence in 5 years.
2. A scheme of tree planting shall be submitted to and approved by the local planning authority prior to the commencement of development. Such planting shall be carried out during the first available season following the commencement of development. Any tree or shrub dying within five years of planting shall be replaced by the applicant or their successors in title to the satisfaction of the local planning authority.
3. Std. Cond. 11. - Submit materials schedule.
4. Details of the screening walls and/or fencing or other means of screening, together with their positioning shall be submitted for approval by the local planning authority before the development is commenced and shall be erected prior to the occupation of the dwelling units.
5. The carriageway of the proposed estate road shall be constructed prior to the commencement of the erection of any residential development proposed to have access from such road and the proposed road, and turning spaces, where applicable, shall be constructed in such a manner as to ensure that each dwelling before it is occupied shall be served by a properly consolidated and surfaced carriageway between the dwellings and existing highway. Further, the footways and footpaths shall be constructed and completed prior to the occupation of any dwelling.
6. Prior to the occupation of any dwelling, garages and access ways and parking spaces shall be provided to the satisfaction of the local planning authority in accordance with layout indicated on Drawing No. 1305/2D.

Refuse Permission in respect of Bungalows Type C, for the following reasons:-

The internal floor areas fail to satisfy the internal floor space standards for three person single storey houses as contained in the publication "A Design Guide for Residential Areas".

36. GREAT WAKERING

ROC/947/73 - Victoria Drive/Goldsworthy Drive - Messrs. Cripps & Elmore.

Demolish existing dwelling and erect 16 dwelling units with garages.

<u>Type</u>	<u>Frontages</u>	<u>Depths</u>	<u>Floor Areas</u>
L	16.76m (55'0")	31.4m (103'0")	95.5 m2 (1028 sq.ft.)
H	9.14m (30'0")	30.48m (100'0")	99.04 m2 (1065 sq.ft.)
E.4.	9.14m (30'0")	32.00m (105'0")	86.96 m2 (936 sq.ft.)

D.T.S. - Grant Permission subject to:-

1. Std. Cond. 3. - Commence in 5 years.
2. A scheme of tree planting shall be submitted to and approved by the local planning authority prior to the commencement of development. Such planting shall be carried out during the first available season following the commencement of development. Any tree or shrub dying within five years of planting shall be replaced by the applicant or their successors in title to the satisfaction of the local planning authority.
3. Std. Cond. 11. - Submit materials schedule.
4. Details of the screening walls and/or fencing or other means of screening, together with their positioning shall be submitted for approval by the local planning authority before the development is commenced and shall be erected prior to the occupation of the dwelling units.
5. The floor space shown for garaging on Plot Nos. 5, 6, 83 to 86 inclusive, 87 88 and 91 to 96 inclusive shall be used for no other purpose incidental to the enjoyment of the dwelling without the prior approval in writing of the local planning authority.
6. A hardstanding 5.00m x 2.50m (16' x 8') shall be provided within the curtilage of each dwelling, convenient to the front door whether a garage is provided or not.

37. RAYLEIGH

A/ROC/31/74 - Websters Way Car Park - A.W. May Limited.

Erect 3 advertising panels, each 6.1m x 3.05m (20'0" x 10'0").

D.T.S. - Refuse Permission for the following reasons:-

The proposed panels and associated fencing are regarded as visually obtrusive in the area.

NOTE: This proposal is on land within the boundaries of Websters Way Car Park and I understand the Council has not, as land-owners, granted any licence to the applicants.

*38. RAYLEIGH

ROC/784/74 - 28, Brooklyn Drive - Mr. L. Watts.

Demolish existing conservatory and add rear extension to form garage and dining area.

Frontage Area: 3.86m deep (12'8") x 6.0m wide (19'8").

Garage: 2.74m deep (9'0") x 2.48m wide (8'2").

D.T.S. - Grant Permission subject to:-

1. Std. Cond. 3. - Commence in 5 years.
2. Std. Cond. 12. - Materials to match existing.

39. ROCHFORD

ROC/634/74 - Plots 9, 11, 13 and 15 Purdeys Way - Rochehall Limited.

Erect 4 warehouses.

D.T.S. - Grant Permission subject to:-

1. Prior to the occupation of the warehouses, the areas shown for access, car parking and servicing shall be provided as indicated on the application drawings.
2. Visibility splays at the junction of the new vehicular access and Purdeys Way shall be provided as shown on Drawing RC/213/1B.
3. Prior to the occupation of units Nos. 9, 11 and 13, provision shall be made within each unit to the satisfaction of the local planning authority for loading bays which shall provide for a distance of not less than 14 metres from the nearside edge of the carriageway of Rose Way to the backs of the loading bays.
4. With the exception of the parking of employee's cars, visitors' cars and trade vehicles there shall be no storage of goods or other materials on open areas of the site.
5. A scheme of landscaping for open areas of the site shall be submitted to and approved by the local planning authority before the development is commenced. Such scheme shall provide for a rise in level away from the back edge of the footpath, the planting of the open areas with ground cover plants and the incorporation of some semi-mature trees. Planting shall be carried out during the first available season following commencement of development and any plant dying within five years of planting shall be replaced by the applicants or their successors in title to the satisfaction of the local planning authority.

DELEGATED PLANNING DECISIONS


I have decided the following planning applications in accordance with the policy of delegation:-

CONDITIONAL APPROVALS

- ROC/861/74 - Add covered way between playroom and utility room at Tilney's, Hall Road, Rochford - Mr. D. Lintott.
- ROC/868/74 - Erect car-port at 68, High Road, Hockley - Mr. J.P. Byford.
- ROC/865/74 - Amendments to ROC/697/74 for rooms in roof to form bedrooms and bathroom at 45, Mansted Gardens, Rochford - Mr. B. Harwood.
- ROC/850/74 - Erect detached garage at 31, High Mead, Rayleigh - Mr. G.A. Preston.
- ROC/828/74 - Conversion of existing garage into additional lounge area, porch extension and erection of new garage at 23, Woodlands Road, Hockley - Mr. M.W. Thomas.
- ROC/803/74 - Add conservatory at 33, Nevern Road, Rayleigh - Mr. I. Miles.
- ROC/867/74 - Extend bathroom to provide storage area at 1, Newton Hall Gardens, Ashington - Mr. W.J. Cottrell.
- ROC/871/74 - Erect double garage at "The Lavers", adjoining The Courts, and The FitzWimarc School, Hockley Road, Rayleigh - Capledowns Limited.
- ROC/900/74 - Provide vehicular access at 236 Ashington Road, Rochford - Mr. J.C. Bakewell.

REFUSALS

- ROC/778/74 - Add storm porch at 110, New Road, Great Wakering - Mr. I.E. Watts.
- ROC/777/74 - Add storm porch at 108, New Road, Great Wakering - Mr. I. Mathews.
- ROC/760/74 - Erect additional garage at 223 Ferry Road, Hullbridge - Mr. J.E. Fielder.
- ROC/705/74 - Add rooms in roof at bungalow adjoining Good Companion Service Station, Chelmsford Road, Rawreth - Mr. F. Darton.
- ROC/743/74 - Erect detached garage at 5, Shop Row, Paglesham - Mr. Brown.


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BUILDING REGULATIONS

I accordance with the policy of delegation, I have decided the following applications submitted under the Building Regulations:-

(a) APPROVAL

- | | |
|------|--|
| 8257 | Erect garage at 201, Conway Avenue, Great Wakering - Mr. R.F. Wellham. |
| 8258 | Kitchen extension at 23, Woodpond Avenue, Hockley - Mr. Jefferies. |
| 8259 | Kitchen/diner extension at 1, Nutcombe Crescent, Hawkwell - Mr. Barton. |
| 8261 | Erect garage at 106, Eastwood Road, Rayleigh - Miss. F.A. Gyllenship. |
| 8262 | Room in roof at 27, Leamington Road, Hockley - Mr. B.E. Ward. |
| 8263 | Bedroom and Bathroom extension at 119, Daws Heath Road, Rayleigh - Mr. R.K.G. Mold. |
| 8264 | New bathroom and internal alterations at Ivydene, Old Southend Road, Rawreth - Mr. L. Staines. |
| 8265 | Demolish existing and erect dining/study/lounge extension at 30, The Ridings, Rochford - Mr. P.V. Gibson. |
| 8266 | Dwelling houses (amended plans) adjoining 41, Plumberow Avenue, Hockley - Mr. J.K. Ellis. |
| 8267 | Erect 8 bungalows and 28 houses at Rectory Green Estate, Hawkwell - Crowstone Properties Limited. |
| 8268 | Erect garage at Rochford Presbytery, Ashingdon Road, Rochford - Father Cavanagh on behalf of the R.C. Diocese of Brentwood Trustees. |
| 8269 | Erect car-port at 67, Church Road, Rayleigh - Mr. D. White. |
| 8270 | Room in roof at 25, Golden Cross Road, Ashingdon - Mr. N.G. Tame. |
| 8272 | Bedroom extension at 20, Fountain Lane, Hockley - Mr. E. North. |
| 8273 | Kitchen and lounge extension at 14, Brooke Close, Rochford - Mr. & Mrs. Loveridge. |
| 8274 | Amended plans to ROC/606/74 - 105 Downhall Road, Rayleigh - Mr. A. Graham. |

- 8275 Dining-room extension at 85, Ashcombe, Rochford
- Mr. P. Muslin.
- 8276 Bathroom and W.C. at 45, Clifton Road, Hawkwell
- Mrs. L.E. Tayler & Mrs. A. Clitheroe.
- 8277 Front porch at 23, Hawthorne Gardens, Hockley
- Mr. B.J. Sargent.
- 8278 Remove chimney breast at 123a, Grove Road,
Rayleigh - Mr. D. Neil.
- 8279 Front porch at 47a, Trinity Road, Rayleigh
- Mr. M.J. Hatcher.
- 8280 Lounge extension at 76, Orchard Avenue,
Hockley - Mr. K. Box.
- 8281 Front porch at 318, Little Wakering Road,
Little Wakering - Mr. Abbot.
- 8282 Conservatory at 10, Anne Boleyn Drive, Rochford
- Mr. Goddard.
- 8283 Garage and car-port at 4, Marshalls, Rochford
- Mr. W.H. Guest.
- 8284 Study extension at 24, Helena Road, Rayleigh -
Mr. D. Sebright.
- 8285 House and garage at land west of 15, Branksome
Avenue, Hockley - Mr. Walpole.
- 8286 Room in roof at "By-the-Way", Canewdon Road,
Ashingdon - Mrs. L.D. Nicholls.
- 8287 Add conservatory, lobby and W.C. extension at
120, Eastwood Road, Rayleigh - Mr. K. Chivers.
- 8288 Kitchen extension at 223 Bull Lane, Rayleigh -
Mr. A. Smart.
- 8289 Lounge and bedroom extension at 25, Victoria
Avenue, Rayleigh - Mr. P. Boney.
- 8290 Convert existing garage into dining room at 2,
Crouch View Grove, Hullbridge. - Mr. R. Stevens.
- 8291 Detached garage at 70, Downhall Road, Rayleigh
- Mr. W.J. Wharnsby.
- 8292 Bedroom and WC. extension at 51, Hullbridge Road,
Rayleigh - Mr. D. Dayer.
- 8293 Add playroom extension at 17, Brixham Close,
Rayleigh - Mr. Rutherford.
- 8294 Extend garage and porch at 22, High Road, Hockley
- Mr. Meager.
- 8295 Two storey extension at 64, Keswick Avenue,
Hullbridge - Mr. Micklewright.

- 8296 Lounge/Kitchen extension at 9, Warwick Gardens,
Rayleigh - Mr. D.R. Wendelkin.
- 8297 Rear lounge extension at 1, Alexandra Road,
Rayleigh - Mr. H. Wilson.
- 8298 Extend dining-room and kitchen with bedrooms over
at 1, Assandune Close, Ashington - Mr. N.A. Long.

REJECTIONS

- 8260 Erect 7 O.A.P. Guildway Bungalows adjacent to 42,
Southend Road, Hockley - Taylors (Hockley) Limited.
(Section 64 - Building Regulation A10 Schedule 2-
Insufficient Information).
- 8271 Amendments to room in roof at 45, Mansted Gardens,
Rochford - Mr. Harwood.
(Section 64 - Building Regulation A10 - Schedule 2-
Insufficient Information).

ROCHFORD DISTRICT COUNCIL

Minutes of the Housing Services Committee

At a Special Meeting held on 16th December 1974. Present:
Councillors J.R. Warner (Chairman), E.H. Adcock, R. Blackburn,
Miss J.R. Browning, L.K. Cope, L.H. Fudge, Mrs. J.M. Jones,
Mrs. M.T. Madden, R. McCamley, D. McKinnell, C. Stephenson,
W.J. Tracey and D.C. Wood.

APOLOGY FOR ABSENCE

1148. An apology for absence was submitted on behalf of Councillor A.R. Mutimer.

COUNCIL HOUSING - RENT POLICY

1149. The Committee considered the report of the Director of Finance upon the provisions of the Housing Rents and Subsidies Bill which proposes to restore to local authorities the power to fix rents of Council dwellings in addition to introducing a new system of housing subsidies.

As a consequence the Committee considered the relationship between subsidy and rate fund contributions which would be needed in the coming year in order to enable rent levels to be fixed.

RECOMMENDED That no action be taken to determine the level of general rate fund contribution to the Housing Revenue Account for 1975/76, until such time as further information is available as to subsidy levels.

RENT STRUCTURE

1150. The Committee considered the report of the Director of Finance upon the method of calculating existing rents and upon alternative methods of calculating rents.

It was noted that there were disadvantages inherent in all the alternatives presented but that the "points basis" appeared to be most equitable, although there were difficulties in agreeing a common list of points factors for the whole district.

RECOMMENDED That a points system be devised and implemented as the rents base from April, 1976, or earlier if possible, and that any increase necessary from the beginning of April, 1975 be implemented by making a percentage addition to existing rents and charges.

RENT ARREARS (Minute 260/74)

1151. The Director of Finance reported upon the present level of arrears and gave an analysis showing the method of payment adopted by tenants in arrears.

The Committee noted that the lack of a record showing the rent account over the year was a contributing factor to the increase in arrears and that in order to eliminate this it was intended to reintroduce traditional rent cards with effect from 1st April 1975.

RENT COLLECTION

1152. The Director of Finance reported on the present method of rent collection and presented a breakdown of the different methods used by tenants to pay their rent.

Housing Services Committee

It was noted that fortnightly balancing was carried out on the Tuesday following each fortnight to allow for Giro inputs to be received and that this system had tended to delay balancing and arrears recovery procedure. Accordingly it was proposed to close the fortnightly rent sheets by Wednesday lunch-time of the second week in each fortnight.

ADMINISTRATION

1153. The Committee considered the desirability of establishing a comprehensive Housing Service in the Department of Health and Housing bearing in mind that at present the administration of housing was divided between the Departments of Finance, Health and Housing and Technical Services.

RECOMMENDED That the Officers investigate the feasibility of establishing a comprehensive Housing Service within the Department of Health and Housing having responsibility for all aspects of housing management, including housing rents and repairs, and report to a future meeting of this Committee.

Chairman. J. R. Wainwright

Date: 9th January, 1975.

ROCHFORD DISTRICT COUNCIL

Minutes of a Meeting of the Policy and Resources Committee

At a Meeting held on 17th December 1974. Present: Councillors R. Blackburn (Chairman), C.D. Bright, D.R. Fowler, L.H. Fudge, C.B. Gowlett, N.A. Grove, A.J. Harvey, D.A. Ives, E.V. Maton, R. McCamley, D. McKinnell, C.R. Morgan, G.C. Oldbury, A.L. Tate and J.R. Warner.

Visiting: Councillors S.W. Barnard, J.H. Carter, Mrs. F.E. Clayton, B.A. Crick, S.B.H. Fletcher, A.J. Humby, Mrs. M.T. Madden, D.C. Wood and G. Young.

MINUTES

1154. Resolved that the Minutes of the Meeting held on 12th November 1974 be approved as a correct record and signed by the Chairman.

APOLOGY FOR ABSENCE

1155. An apology for absence was submitted on behalf of Councillor Miss E.M. Leggatt.

NON-MEMBERS ATTENDING

1156. The Chairman reported that Councillors S.W. Barnard, J.H. Carter, Mrs. F.E. Clayton, B.A. Crick, S.B.H. Fletcher, A.J. Humby, Mrs. M.T. Madden, D.C. Wood and G. Young were attending.

APPOINTMENT OF VICE-CHAIRMAN

1157. Resolved that Councillor D.A. Ives be appointed Vice-Chairman of the Committee for the remainder of the municipal year.

MINUTES OF COMMITTEES AND SUB-COMMITTEES

1158. The Committee received and considered the Minutes of the following Committees and Sub-Committees.

RECOMMENDED That the Minutes be adopted subject to the amendments shown.

<u>Committee or Sub-Committee</u>	<u>Date</u>	<u>Minute Nos.</u>
Performance Review and Land Sub.	18th November 1974	1011
Development Services	20th November 1974	1024 - 1026
Recreation and Amenities	21st November 1974	1027 - 1029
Development Services	26th November 1974	1030 - 1043
Housing Services	28th November 1974	1044 - 1077
Recreation and Amenities	3rd December 1974	1078 - 1096

Public Notice Boards (Minute 1087)

That the word "provisionally" be included in Recommendation 4 after the word "be".

Policy and Resources Committee

Environmental Health
and Control

5th December 1974

1097 - 1108

Schedule of Charges (Minute 1107)

That, consideration having been given to the desirability of implementing certain charges from 1st January 1975, the following recommendations be substituted for Recommendations 1 and 2 appearing in Minute 1107, which be not adopted:-

RECOMMENDED (1) That with the exception of licences for Pet Shops, Animal Boarding Establishments, Riding Establishments and Slaughtermen, charges be increased to the amount shown in Column 6 of the report with effect from 1st April 1975.

(2) That licences for Pet Shops, Animal Boarding Establishments and Riding Establishments be charged at actual cost plus 10%.

viz. Animal Boarding Establishments	£ 8.80
Riding Establishments	£16.50
Pet Shops	£ 2.80

and since many of the current licences expire on 31st December 1974, the charges shown shall take effect from 1st January 1975.

(3) That licences for slaughtermen be increased to £1.00 for both new licences and renewals as from 1st January 1975.

Finance and Personnel

10th December 1974

1109 - 1136

(i) Rating of Unoccupied property (Minute 1117)

(NOTE: Councillor A.J. Harvey disclosed his interest in this matter and being invited to remain in the meeting, took no part in the discussion or voting thereon.)

Councillor J.R. Warner requested that his name be recorded as voting against the recommendation contained in Minute 1117.

(ii) Technical Services Department - Accommodation for
Local Plans Section (Minute 1122)

That consideration having been given to representations received from the Rochford Citizens Advice Bureau, the recommendation contained in Minute 1122 be adopted, and subject to the approval of the Chairman of the Council, the Citizens Advice Bureau be offered the use of the Chairman's Room at Rochford.

Development Services

12th December 1974

1137 - 1147

Car Park Charges (Minute 1139)

That the word "resolved" be substituted for "recommended".

(NOTE: The Chairman of the Committee indicated his willingness for the Committee to reconsider the question of car park charges at their next meeting.)

Policy and Resources Committee

COUNCIL SEAL

1159. The Chief Executive reported that quotations had now been received for the engraving of the Council's Official Seal.

RECOMMENDED That, subject to the approval of a supplementary estimate in the sum of £105, the quotation of Jordan and Sons Limited, for the provision of a Council Seal be accepted. (833)

ASSOCIATION OF PUBLIC HEALTH INSPECTORS -
WEEKEND SEMINAR, UNIVERSITY OF SUSSEX, BRIGHTON

1160. RECOMMENDED That two Health Inspectors, to be nominated by the Director of Health and Housing, be authorised to attend this weekend seminar from 11th to 13th April 1975 at Brighton, and their reasonable and necessary expenses be paid. (241)

ROYAL SOCIETY OF HEALTH CONGRESS, EASTBOURNE,
21ST TO 25TH APRIL 1975

1161. Resolved that no Member be appointed to attend this Conference. (241)

SCHOOL MANAGING BODIES - APPOINTMENT OF REPRESENTATIVES
(Minute 1018/74)

1162. Consideration was given to the attached list of nominations, and, in accordance with the authority delegated to the Committee it was

Resolved that the following nominations of representatives to serve on the School Managing Bodies be made to the County Council:-

Managing Body

Nominations

County Primary Schools

Rayleigh Junior and Infants

Councillor Mrs. F.E. Clayton
Councillor L.K. Cope
Councillor P.J. Stanton
Mrs. D. Trippier
Mr. L. Woodham

Glebe Junior and Infants

Councillor N.A. Grove
Councillor R.D. Needham
Mrs. A. Gatfield
Mrs. M. Graham
Miss B. Lovett

Downhall Primary

Councillor D.A. Ives
Mrs. L. Russell
Mr. D. Ward

Grove Junior and Infants

Councillor C.D. Bright
Councillor Mrs. F.E. Clayton
Councillor S.B.H. Fletcher
Mrs. L. Grove
Mrs. J. Lower

Edward Frances Junior and Infants

Mr. W. Batten
Mrs. J. Callan
Mr. F. Frogley
Mr. M. Kemp
Mrs. D. Trippier

Policy and Resources Committee

Aided/Controlled Primary Schools

Rawreth C. of E. (Controlled)

Councillor C.B. Gowlett
Mr. H. Green

Our Lady of Ransom R.C. (Aided)

Mr. T. Gunn (6189)

CROUCH HARBOUR BILL

1163. RECOMMENDED That Councillor R. Blackburn be appointed the Council's representative, and Councillor A.J. Humby the Deputy representative, to serve on the newly constituted Crouch Harbour Authority. (4558)

CAPITAL PROGRAMME (Minute 1001/74)

(NOTE: Councillor C.D. Bright declared his interest in this matter, as recorded in Minute 812(b), and in his remarks referred only to matters relating to the general policy on the Council's proposals to acquire private properties.)

1164. The Committee considered Draft 2 of the Capital Programme, together with the attached report of the Director of Finance on the Government's proposals for local authority expenditure for 1975/76 and onwards.

In approving the Capital Programme, the Committee

RECOMMENDED That the advice of the Director of Finance contained in his report be approved and the Standing Committees be advised accordingly.

COMMITTEE STRUCTURE AND INCIDENCE OF MEETINGS (Minute 1011/74)

1165. The Committee noted the following amendments to the attached report of the Chief Executive:-

Page 3 - Para. (v)

Substitute "Policy and Co-ordinating" for "Finance and Personnel (or "Resources")" in the penultimate line.

Page 4 - Para. (vii)

Substitute "Finance and Personnel" for "Resources" in the table of Committee Membership.

Page 4 - Recommendation (1)

Substitute "Policy and Co-ordinating" for "Finance and Personnel" in the first line.

Delete "buildings and" in the third line.

Delete all words in the fourth line after "premises".

Page 5 - Recommendation (2)

Substitute "Finance and Personnel" for "Resources" in the third line.

Policy and Resources Committee

EXCLUSION OF PUBLIC

1166. Resolved that, in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the remainder of the meeting for the reason that the matters about to be discussed are the subject of confidential reports.

VACANCY FOR PRINCIPAL HEALTH INSPECTOR, GRADE PO1(1-5)

1167. Consideration was given to the possible anomaly which could arise in the Department of Health and Housing by virtue of the appointment of a Principal Health Inspector.

RECOMMENDED That the Finance and Personnel Committee be requested to review the salary of Mr. E.D. Long, Post H.4, if an anomaly occurs as a result of the proposed new appointment.

REVIEW OF THE PERFORMANCE OF THE CHIEF EXECUTIVE

1168. Resolved that the Chief Executive be requested to submit a confidential written self-appraisal for consideration at the next meeting of the Committee.

SUSPENSION OF STANDING ORDERS

1169. During consideration of the foregoing item, it was

Resolved that Standing Order 1.8 be suspended to permit transaction of the remaining business.

60 Feb 95

R B Loshkin
Chairman

ROCHFORD DISTRICT COUNCIL - MEMBERSHIP
OF PRIMARY SCHOOL MANAGING BODIES

<u>Managing Body</u>	<u>No. requ'd</u>	<u>Nominations Received.</u>
<u>County Primary Schools</u>		
Rayleigh Junior and Infants'	5	Councillor Mrs. F.E. Clayton Councillor L.K. Cope Councillor J. Stanton *Mrs. D. Hawtree Mrs. A. Hine Mrs. D. Trippier Mrs. Withington Mr. L. Woodham
<hr/>		
Glebe Junior and Infants'	5	*Councillor L.K. Cope (2) Councillor N.A. Grove Councillor R.D. Needham Mrs. A. Gatfield Mrs. M. Graham (2) *Mrs. D. Hawtree Miss B. Lovett
<hr/>		
Down Hall Primary	3	*Councillor D.A. Ives (2) Mrs. M. Down Mrs. L. Freund Mrs. L. Russell Mr. D. Ward
<hr/>		
Grove Junior and Infants'	5	*Councillor C.D. Bright Councillor Mrs. F.E. Clayton Councillor S.B.H. Fletcher Mrs. L. Grove Mrs. J. Lower Mr. H. Stitchbury
<hr/>		
Edward Francis Junior 'and Infants'	5	Councillor D.R. Fowler *Councillor R.W.C. Offwood *Mr. W. Batten Mrs. J. Callan Mr. W. Campbell Mr. F. Frogley Mr. M. Kemp Mrs. D. Trippier
<hr/>		

<u>Managing Body</u>	<u>No. requ'd</u>	<u>Nominations Received.</u>
<u>Aided/Controlled Primary Schools</u>		
Rawreth C. of E. (Controlled) Primary	2	*Councillor C.B.Gowlett *Mr. F.W.Bodey Mr. H.E.Green
<hr/>		
Our Lady of Ransom R.C. (Aided) Primary	1	*Mr. T.Gunn

(Figures in brackets indicate where more than one nomination has been received and * indicates present Council representatives).

Details where supplied of nominees other than Council Members.

Rayleigh Junior and Infants'

<u>Mrs. D. Hawtree</u>	Existing School Manager and former member of Urban District Council.
<u>Mrs. D. Trippier</u>	Existing School Manager.
<u>Mr. L. Woodham</u>	Married with two grown up sons. Active member of the Conservative party. Past member of Rayleigh U.D.C. Prior to coming to Rayleigh he was a Governor and Manager of a number of schools in the Ilford area.

Glebe Junior and Infants'

<u>Mrs. L. Gatfield</u>	Mrs. Gatfield is married with three children, one of which is still under full time education at Fitzwimarc School. Before coming to Rayleigh she had for many years taken a keen interest in local affairs, and this has continued since moving to Rayleigh in 1960. She is an active member of the Downhall Ward Conservative Association, and has been Chairman for the past two years.
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Whilst her children were being educated in Rayleigh she was a member of the Parent Teachers Association at both Edward Francis and Love Lane Schools, and before she moved to Rayleigh she used to assist at Deaf Units in London.

<u>Mrs. M. Graham</u>	Existing School Manager.
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<u>Mrs. D. Hawtree</u>	See above.
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<u>Miss B. Lovett</u>	Single. Active member of Conservative Party several years. Stood for Rayleigh Urban District Council June 1973 in Grange. Member of Committee of Old People's Day Centre.
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Down Hall Primary

<u>Mrs. L. Freund</u>	Existing School Manager.
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<u>Mrs. L. Russel</u>	A housewife who has lived in Rayleigh for fifteen years, who is married with four children, one of which attends the Swayne School. She shows a keen interest in local affairs, and for many years has been a member of the Downhall Ward Committee of the Conservative Association. She is also a member of the W.R.V.S. and is also on the Committee of the 7th Downhall Scouts, whose headquarters are Downhall County Primary School.
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<u>Mr. D. Ward</u>	Mr. Ward is employed by E.R. Lindley & Son as an Average Adjusters Assistant. He is aged thirty six, married with two children, one of school age. He has been a member of the Parent Teachers Association at Downhall School for some eighteen months, and during that time he has been Assistant Treasurer. He takes a keen interest in local affairs and should prove an asset to the Board of Managers.
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28061 1003

Grove Junior and Infants'

Mrs. L. Grove Former Brownie Guide and Leader. Former Chairman Rayleigh Mothercraft Club. Helper to Rayleigh Physically Handicapped Club. Mother of former pupils.

Mrs. J. Lower Former Secretary Brighton Parent Teacher Association. Presently participates in School functions by making costumes etc..

Edward Francis Junior and Infants'

Mr. W. Batten Existing School Manager and past member of Rayleigh Urban District Council.

Mr. F. Frogley Married with 1 son. Active member of the Conservative party. At present a Governor of FitzWimarc School.

Mr. M. Kemp Married with 2 children Chairman Rayleigh District, South East Essex Conservative Association. Has been an active member of the Conservative party in Rayleigh for many years.

Mrs. D. Trippier See above.

Rawreth C. of E. (Controlled) Primary

Mr. H. E. Green Existing School Manager and past member of Rayleigh Urban District Council.

POLICY AND RESOURCES COMMITTEE

DISTRICT BUDGETS 1975-76
CAPITAL PROGRAMME 1974-79

See Item 11 of the Agenda for
Meeting of 17th December 1974

The Director of Finance to report:

At your last meeting on 12th November 1974 you considered the report on District Budgets 1975-76 and the draft Capital Programme 1974-79 and resolved (Min.1001) that the draft Capital Programme 1974-79 be referred to the individual Standing Committees for consideration in conjunction with the attached report of the Director of Finance and the next meeting of this Committee consider the collective results of the Programme Committees' deliberations together with further information on likely restrictions on Local Government Expenditure. The Standing Committees have also been considering reports which recommend that charges be substantially increased from 1975/76.

RESTRAINT ON LOCAL AUTHORITY EXPENDITURE

Before considering the Standing Committee's deliberations on the Capital Programme and Charges it is advisable to note that since your last meeting the Government has concluded its discussion with the Local Authority Associations on the level of expenditure it will accept for Rate Support Grant purposes for 1975/76. In a Press Statement the Secretary of State for the Environment said that "The level of accepted expenditure for 1975/76 will allow a growth in real terms, discounting inflation, of some 4% over the best estimate of actual Local Authority spending for the current year, 1974/75".

"This level of accepted expenditure will mean that local authorities will need to restrain their rate of growth in 1975/76 to cover only inescapable commitments - for example, the full year cost of staff recruited this year, the running costs of new buildings and the servicing of increased debt."

"It will mean a rate of growth in Local Government spending of about half what has occurred in recent years. Local authorities have left me in no doubt that this means the deferment of many desirable projects, and no improvements of standards over a wide field. In the present national economic crisis it is only right that local authorities should restrain their expenditure."

Later he said that "Provided that local authorities, for their part restrain their expenditure as requested, and it is essential that they do so, I hope that this major increase in the level of Exchequer help will help keep rate increases in 1975/76 within tolerable limits." Rate rises depend on a series of individual local authority decisions. But if local authorities keep their side of the bargain the increase in exchequer grant which I am proposing should enable domestic rate increases to be kept to some 25% on average, although there will be considerable variations around this. Any national average increase larger than this will be because local authorities have not restrained their spending as requested."

"Finally on expenditure, I have agreed with the local authorities that we must set up jointly a system which will enable us to see that local staff numbers do not increase next year except for the very small amount needed to cope with inescapable commitments."

DETAILS OF AREAS OF RESTRAINT

It is clear from the Secretary of State's statement that he expects local authorities to severely restrain their expenditure in 1975/76 and he has said that he expects to issue a circular in December 1974 giving specific Government guidance on how this reduction in growth of local authority spending can be achieved. This circular has not yet been received but it is likely that the Government's views which will be given will follow those expressed (at that time in confidence) to the local authority associations when final rate support grant negotiations were being concluded.

The Government's views relevant to district services were as follows:-

General

- (a) Only inescapable growth over 1974/75 expenditure could be permitted.
- (b) Many charges and fees will have to be increased above the amounts necessary merely to account for inflation.
- (c) There should be no expansion in present total staff numbers beyond that necessary to meet inescapable commitments (although staff may be switched between services).

Specific

1. Refuse Collection and Disposal

No additional resource commitment towards improving standards or extending collection duties under the Control of Pollution Act 1974. Deferment of desirable projects other than revenue-producing or resource-saving activities not demanding major capital expenditure on equipment and plant. Non-implementation, by way of regulations, of the new duties under the 1974 Act designed to establish a comprehensive planning and control system in respect of the disposal of all wastes (i.e. industrial and commercial as well as domestic).

2. Recreation Parks and Baths

Increase of charges above the amount necessary simply to account for inflation, with average increases of some 30% in real terms. To the extent that charges were not raised, standards would have to be depressed. No general improvement at all in standards and possible under-utilisation of new sports centres.

3. Administration

Slow down of appointment of staff and on general administrative expenditure. Consequent all round lower quality of service to ratepayers.

4. Environmental Health

No further work on improvement to public conveniences including conversion work for the handicapped. Increase in charges for meat inspection. No further growth, given the low flow of smoke control orders in the prevention of air pollution.

5. Town and Country Planning

A halt to recruitment of planning staff, likely to result in:-

- (a) increase in delays in deciding applications for planning permission, including applications for housing development.
- (b) deferment of land acquisition for planning purposes, e.g. town centre schemes.
- (c) deferment of action arising from Dobry Review of development control system, including report on the control of demolition.
- (d) Finally, a slowing down of work on statutory structure plans and local plans with, on the one hand consequential further delays to almost all aspects of development control (including housing development) and the planning of land acquisition, and on the other relatively small staff savings.

In addition a halt to any significant new capital investment with revenue consequences for physical redevelopment of new town centres etc.

6. Miscellaneous Services

Withdrawing of help for projects for housing key workers and Wardens service for old people.

Deferment of major initiatives in consumer protection field.

7. Trading Services

Increase in charges in trading services broadly of a commercial nature subject to price code (where applicable).

8. Car Parking

The overall level of car parking charges should be raised as part of a combined policy favouring public transport in cities and towns.

9. Housing - Capital Expenditure

The Government have not asked for restraint of Housing Capital Expenditure.

- Revenue Expenditure. The restraint on revenue expenditure (other than debt charges) means that local authorities would be unable to increase standards of management and maintenance of their housing stock in 1975-76. It is the Government's view that such expenditure, however desirable in itself, should at present time be given lower priority than the provision of new dwellings. Furthermore, containing further growth in expenditure on management and supervision would make it easier for local authorities to balance their accounts without excessive rent increases.

CAPITAL PROGRAMME 1974-79

The Standing Committees have now considered the Capital Programme in the light of the Government's views and many of the projects other than Housing have been deleted from 1974-75 and 1975-76. The Government has not offered

any positive advice in respect of the years 1976-77 and later other than to say that it is likely that the growth will have to be even more restricted.

Draft 2 of the Capital Programme attached shows the revised position after consideration by the Standing Committees and it will be seen that the alterations (which have been regarded as deferments to later years) result in what is probably a very optimistic, both from a technical and financial viewpoint, forecast of projects in 1976-77. It would seem advisable, therefore, that whatever this Committee and Council approves for 1974-75 and 1975-76 the Programme for later years should be rephased on a more realistic basis.

It is therefore recommended that subject to any amendments by this Committee

- (a) draft 2 of the Capital Programme 1974-79 be approved in respect of the Housing Services Committee.
- (b) With regard to the other Committees, 1974-75 and 1975-76 be approved and that the later years be reconsidered and rephased by the Standing Committees on a more realistic basis.

SCHEDULE OF CHARGES

Schedules of revised charges have also been considered by the Standing Committees in the light of the Government's views and in most cases the Committees have approved Column 6 of the schedules which represent the existing charges up-dated to 1st April 1974 values by using the Retail Price Index and then adding a further 40%, representing the average rate rise in 1974-75. Column 6 makes no allowance to reflect the possible rate rise in 1975-76.

Your decision on the Schedule of Charges recommended by the Standing Committees is requested.

REVENUE ESTIMATES 1975-76

At the next cycle the Standing Committees will be considering their Revenue Estimates for the coming year and in view of the report on District Budgets 1975-76 which showed that the rate rise next year could be very large if expenditure is not checked and the subsequent Government advice set out earlier, it is advisable that the Policy and Resources Committee should issue to the Standing Committees, in accordance with its Terms of Reference (No.11), general guide lines to bear in mind when considering estimates.

It is recommended that having regard to the Government's views on restraint of Local Authority expenditure and to the need to keep the increase in rates for 1975-76 to a reasonable level, the Standing Committees should not include any growth over the existing level of services, other than inescapable growth, in their draft Revenue Estimates for 1975-76, except where growth can be off-set by reduction in services elsewhere.

POLICY AND RESOURCES COMMITTEE

REPORT OF THE CHIEF EXECUTIVE

COMMITTEE STRUCTURE AND INCIDENCE OF MEETINGS

Arising from the recent informal meeting between Directors and the Members of the Performance Review and Land Sub-Committee it was agreed that consideration should be given to the Council's present Committee structure and incidence of meetings, together with the structure, terms of reference and performance of the Policy and Resources Committee.

(i) Committee Structure

If we look at the Council's Committee structure first I think that Members will agree that the present distribution of functions, with certain exceptions, works fairly well. There are however a number of matters which practical experience has shown need improvement.

In planning a Committee structure certain considerations must be taken into account. Firstly, that all the Council's functions are divided among a certain number of Committees, this number being not too large so as to require more meetings than are necessary, but large enough to provide an adequate number of Committees to satisfy the interest of all Members. The present number of Committees meets both these requirements.

The second consideration, particularly in these times of financial restraint, is cost. For example, attendance allowance paid for a meeting of the Development Services Committee, assuming 100% attendance, would be a minimum of £200; this Committee meets twice in each cycle. A normal Council cycle, excluding special meetings but assuming 100% attendance, would cost a minimum of £1,155. In addition to normal meetings there have been 18 additional meetings since 1st April 1974, all of which were eligible for payment of attendance allowances.

(ii) Constitution of Standing Committees

With these figures in mind, it is considered that the present membership of the Environmental Health, Finance and Personnel, Housing Services and Recreation and Amenities Committees could effectively be reduced by 6 Members without any detriment to these Committees performances. This would have the joint advantages of (i) achieving a financial saving of approximately £96 each cycle in attendance allowances (£864 in a full year), and (ii) providing greater opportunity for participation by the smaller number of serving members and more "job satisfaction." The Chairman and Vice-Chairman of the Council and the Chairman of the Policy and Resources Committee would of course, continue to be ex officio Members of all Committees of the Council. It is important in the difficult times facing the Country and consequently the District that Council should be seen to be working to the highest possible efficiency.

(iii) Development Services Committee

I think that the composition of the Development Services Committee, comprising all Members of the Council, has shown that a Committee of this size dealing with a complexity of matters, many being of a relatively parochial nature, is unwieldy and time consuming. I am sure that Members will agree that in dealing with planning applications the majority of such

applications do not have a wider than local interest and are of no concern other than to the particular Ward Members. If membership is to be reduced but the Committee is to retain its extensive delegated powers, which I think it should with certain exceptions, then, I feel the membership should still comprise a majority of the Council. (ie. 21 Members plus 3 ex officio Members). It is the right and duty of any Committee member to seek information on detail if he is in any doubt and in order to protect this right and provide adequate opportunity for detailed discussion, but at the same time avoid frustrating delays for the remaining members, the Committee could be divided into two area Sub-Committees to deal specifically with the plans schedule, which would be divided geographically to coincide with the area sub-committees; one for Rayleigh, Rawreth and Hullbridge (Western area) and another for the remainder of the District (Eastern area). To avoid duplication of consideration of applications, it is suggested that each sub-committee should be given delegated powers to deal with applications on its particular schedule, save for the right of the Chairman and Vice-Chairman of the Committee, who shall each chair one of the Sub-Committees, to reserve consideration of any particular application which it is considered has a wider than local significance, for decision by the full Committee. From a practical point of view the Committee would meet twice in a cycle, the first part of the meeting discussing policy items; at the conclusion of this stage the Committee could then divide into its two area sub-committees meeting in separate rooms to consider the plans schedule.

(iv) Policy and Resources Committee

The Council has three main resources: finance, personnel and land and buildings. The Finance and Personnel Committee has responsibility for these with the exception of land, which is the responsibility of the Performance Review and Land Sub-Committee. Experience has shown that there is no real advantage in pairing Performance Review with Land. It is therefore suggested that the terms of reference of the Policy and Resources Committee be amended to include the provision and disposal of all land and buildings, other than housing sites. It is suggested that the word "Resources" should properly be dropped from this Committee's title, a more appropriate name being "Policy and Co-ordinating Committee", as co-ordination is seen as one its major functions.

Criticism has been expressed in the past at the number of routine items which, because of the terms of reference of this Committee, are submitted for consideration, leaving little time for detailed consideration of policy matters. It is therefore suggested that, so far as is practicable, all matters other than policy should be referred direct to the appropriate Service Committee and suggested amendments to the Committees terms of Reference are set out in Recommendation (4) to this report.

Doubt has been expressed at the need for the Committee to consider all Minutes of Committees, and Members may wish to give consideration to ways in which selected policy items only are submitted to the Committee. This could possibly be done by the Chairman, in consultation with the Officers, indicating those items which he considers are policy matters meriting further consideration, and only those items so indicated would be open for discussion at the meeting, the remainder being referred direct to the Council. This procedure would obviate unnecessary repetition of discussion on more routine items, provide Council meetings with a forum for discussion and not just a "rubber stamp" image and permit the Policy and Co-ordinating Committee more time to consider policy.

The constitution of the Committee, in order to consider policy effectively, should be small, close-knit and able to work as a cohesive body, at the same time being representative of the Council's components as far as possible, both Committee-wise and politically. It is suggested that the Committee should comprise, in addition to the Chairman and Vice-Chairman of the Council and the Chairman of the Committee who is appointed by Council, the 5 Chairmen of Committees plus 5 other Members.

(v) Performance Review and Land Sub-Committee

It has been argued, with some justification I feel, that the Chairman of Committees are not necessarily the right persons to review performance, being in effect judges in their own cause in some circumstances, and that this function should properly be carried out by Members other than Chairmen or Vice-Chairmen, with no particular interest or commitment to any Committee. As it is a Sub-Committee of the Policy and Co-ordinating Committee, and to give weight to its recommendations, it is suggested that the five lay Members of the Policy Committee, together with the three ex-officio members, should comprise this Sub-Committee and that if land is in future to be dealt with by the Finance and Personnel (or "Resources") Committee then the Sub-Committee should be called the "Performance Review Sub-Committee".

(vi) Incidence of Meetings

The incidence of meetings of Committees is really a matter for Members, and particularly Chairmen of Committees, rather than the Officers. As has been stated earlier in the report that between 1st April and 12th November 1974, there have been 18 additional meetings of Committees, Sub-Committees and Panels making a total of 63 meetings in all in this period. As well as being costly to the Council in terms of payment of attendance allowances these meetings, whether large or small, require the same amount of servicing and preparation by the Officers and this places a burden on them, particularly within the Department of Administration.

The answer to this problem, if I may respectfully suggest it, is for Members to deal with all matters wherever possible at ordinary meetings of the Committees and convene special meetings only in very exceptional circumstances.

To permit time to do this it is felt that there ought to be greater delegation to the officers of items which are properly matters of day to day administration, provided that they comply with policies laid down by the Council.

The Bains concept envisages Committees dealing in the main with management and policy decisions, leaving administration to the officers.

As well as greater delegation to officers there ought also to be greater delegation to Committees of all matters other than those involving capital expenditure or a change in policy. This would give Committee Members a real involvement in the work of the Council, would considerably reduce the time taken in dealing with and replying to matters of a routine nature which have to go through a full six week cycle, and would, as has been stated previously under "Policy and Resources Committee", allow Council to become a meaningful meeting where all Members would have the time and opportunity to discuss together matters of policy. In this way it would be possible to have a full scale debate on a project of major importance without the need to call a special meeting of the Council or appropriate Committee each time.

I am sure Members will agree, as in most cases their commitments are already very considerable, that to add to these by arranging further Special Meetings can, in the long term, only be detrimental to their performance as Councillors.

(vii) Summary

To summarise the proposals outlined above the suggested Committee constitution would provide 37 Members, excluding the three ex officio Members of all Committees, with a total of 74 seats, i.e. 2 each, plus Council, the Chairman of Committees and the Members of the Performance Review Sub-Committee having 3 seats:-

Development Services	21
Environmental Health and Control	12
Housing Services	12
Recreation and Amenities	12
Resources	12
Policy and Co-ordinating	5
(remaining 5 seats to be filled by Chairmen of Committees)	—
	74

In an ordinary cycle this would give all members a minimum of three meetings, including Council.

The proposals, if adopted, would create smaller Committees dealing with less mundane and purely administrative matters and devoting more time to discussion of their more important functions, hopefully reducing the need for Special Meetings for this purpose.

The Policy and Resources (Policy and Co-ordinating) Committee would consider only policy items and the Council Meeting would become a vehicle for meaningful discussion and debate of major policy by all Members, and would not merely be a "rubber stamp" approval of Committee decisions.

The Performance Review Sub-Committee would be an independent impartial body of influential Members, which would monitor the standard of the Council's performance in all its aspects, investigate services where a reasonable standard has not been maintained or is below a minimum standard laid down by the Council and where necessary make recommendations through the Policy and Co-ordinating Committee to the appropriate Committee.

RECOMMENDATIONS:

It is therefore recommended that with the effect from the commencement of the next 'municipal year'.

(1) that the terms of reference of the Finance and Personnel Committee be amended to include responsibility for the provision and allocation of all buildings and land (other than housing property or premises) and that the Committee be renamed the "Resources Committee".

(2) that the membership of the Environmental Health and Control Committee, the Housing Services Committee, the Recreation and Amenities Committee and the Resources Committee be reduced to 12 plus 3 ex officio Members.

(3) that the Development Services Committee membership be reduced to 21 plus the 3 ex officio Members, the Committee being divided into two Area Sub-Committees to deal with planning applications for those particular areas under delegated powers, save for the right of the Chairman or Vice-Chairman of the Committee to reserve a particular application which in either of their opinions has a wider than local significance, for decision by the main Committee.

(4) that the Policy and Resources Committee be renamed "Policy and Co-ordinating Committee", that its terms of reference be amended as follows; and that Council re-affirm that the prime duty of the Committee is not only to set out the forward policies of the Council but to determine the priorities of their implementation.

- (a) Article No. 3 - Delete the word "concurrent" in line 1.
- (b) Article No. 12 - Delete "Local Government Reorganisation" - (no longer necessary)
- (c) Article No. 13 - Delete "To appoint delegates to attend conferences" (this should be a matter for the appropriate Committee depending upon the Conference in question).
- (d) Article No. 16(1) - Amend (a) to read
 "recommend to the Council that any policy recommendation or proposal contained in their report....."
 (amendment underlined)
 - Amend (b) to read
 "require that a specified policy item contained in a report be deleted and be further considered by the Committee by which the report was submitted".
 (amendment underlined).
- (e) Article No. 16(2) - Delete "To receive and consider reports of all Sub-Committees and submit them to the Council". (All Sub-Committees should report in the first instance to the parent Committee and their minutes would form part of that Committee's report to the Council).
 Delete "(1)" from "16(1)".
- (f) Article No. 18 - Delete "The commissioning of all public relations arrangements except routine advertisements" - (this should be a matter properly dealt with by the Recreation and Amenities Committee).

(5) That Membership of the Policy and Co-ordinating Committee be reduced to 10, comprising the 5 Chairmen of Committees plus 5 other Members to be appointed by Council, in addition to the Chairman and Vice-Chairman of the Council and the Chairman of the Committee.

(6) That the Performance Review and Land Sub-Committee be renamed the "Performance Review Sub-Committee" and its membership be reduced to the 5 Members of the Policy and Co-ordinating Committee who are not Chairmen of Committees, plus the 3 ex officio Members.

(7) That any further consequential amendments to the Council's Standing Orders and Terms of Reference of Committees arising from these recommendations be approved.

(8) That the Officers submit reports upon proposed delegations of powers to them and Committees to each appropriate Committee.

20th December, 1974.

I hereby summon you to attend a Meeting of the Rochford District Council to be held in the Council Chamber, Rayleigh, Essex on Monday, 30th December 1974 at 7.30 p.m. when it is proposed to transact the following business:-

N.B. PLEASE NOTE DAY OF MEETING

Prayers.

1. To approve as a correct record the Minutes of the Meeting of the Council held on 19th November, 1974.
2. To receive apologies.
3. Chairman's announcements (if any).
4. To receive and consider the Minutes and Reports of the following Committees and Sub-Committees and to pass such resolutions upon them as may be necessary:-

<u>Committee or Sub-Committee</u>	<u>Date</u>	<u>Minute Nos.</u>
Performance Review and Land Sub.	18th November 1974	1011
Development Services	20th November 1974	1024 - 1026
Recreation and Amenities	21st November 1974	1027 - 1029
Development Services	26th November 1974	1030 - 1043
Housing Services	28th November 1974	1044 - 1077
Recreation and Amenities	3rd December 1974	1078 - 1096
Environmental Health and Control	5th December 1974	1097 - 1108
Finance and Personnel	10th December 1974	1109 - 1136
Development Services	12th December 1974	1137 - 1147
Housing Services	16th December 1974	1148 - 1153
Policy and Resources	17th December 1974	1154 - 1169

5. To consider questions under Standing Order No. 8 (if any) of which appropriate notice has been given to the Chairman of the Council.

6. INITIAL REVIEW OF DISTRICT ELECTORAL ARRANGEMENTS
(See Minute 998/74)

The Chief Executive to report:

The scheme of representation formally approved by Council on 19th November, 1974, having been submitted to the Local Government Boundary Commission, has now been adopted by the Commission as their draft proposals with only one amendment

The amendment is to transfer from Trinity Ward to Lodge Ward the area bounded by Bull Lane, Jubilee Road, Grove Road, The Chase, Cecil Way, and Avondale Road, and transfers 602 electors from Trinity to Lodge Ward. A map will be available showing the precise area transferred. Consequent upon this transfer, two Councillors will be elected to represent the new Trinity Ward instead of three, and three Councillors will represent the new Lodge Ward instead of two.

At present the 3211 electors of Lodge Ward elect 2 members giving an average of 1605 electors per Councillor, and the 3220 electors of Trinity Ward elect 3 members giving an average of 1073 electors per Councillor. The Commission's amendment is made in order to achieve greater equality in the numbers of electors per member, since the 3 new Lodge Ward Councillors will now represent 3813 electors, i.e. 1270 electors per member, and the 2 new Trinity Ward Councillors will represent 2618 electors, i.e. 1309 electors per member.

The Commission's draft proposals are now available for public inspection and comment until 23rd January, 1975. If the Commission's draft proposals are acceptable to the Home Secretary, they will take effect in the 1976 District Council Elections. (2320)

7. CIVIC REGALIA (See Minute 828/74)

Quotations and designs have been invited for a hall marked silver gilt and enamel badge of office and silver gilt chain for the Chairman of the Council and silver gilt badge for the Chairman's consort/Vice-Chairman. Details of the designs and quotations will be reported at the meeting.

8. NOTICE OF MOTION - RENT REBATES

In accordance with Standing Order No. 5 the Chief Executive to report that the following motion has been received from Councillor Crick:-

"That this Council is concerned that the present formula for calculating rent rebates is depriving tenants of rebates when their income has increased by virtue of threshold payments.

The threshold payment was introduced to cover increases in prices of goods and services. Rents cannot at present be increased but many tenants are obliged to pay more rent because of this anomaly.

This Council, therefore, asks the Government to allow amendment of the rent rebate scheme to permit appropriate adjustments backdated so as to remove this injustice".

E J Sheerington

Chief Executive

ROCHFORD DISTRICT COUNCIL

Minutes of a Meeting of the Council

At a meeting held on 30th December 1974. Present: Councillors L.H. Fudge (Chairman), S.W. Barnard, R. Blackburn, C.D. Bright, J.H. Carter, L.K. Cope, B.A. Crick, S.B.H. Fletcher, D.R. Fowler, Mrs. E.M. Frank, C.B. Gowlett, N.A. Grove, A.J. Harvey, A.J. Humby, D.A. Ives, Mrs. J.M. Jones, Miss E.M. Leggatt, Mrs. M.T. Madden, E.V. Maton, D. McKinnell, G.R. Morgan, R.D. Needham, G.C. Oldbury, P.J. Stanton, C. Stephenson, A.L. Tate, W.J. Tracey, J.R. Warner, D.C. Wood and G. Young.

MINUTES

- 1170 Resolved that the Minutes of the Meeting of the Council held on 19th November 1974 be approved as a correct record and signed by the Chairman.

APOLOGIES FOR ABSENCE

- 1171 Apologies for absence were submitted on behalf of Councillors Miss J.R. Browning, Mrs. F.E. Clayton, M.P. Cowen and R. McCamley.

RESIGNATIONS

- 1172 The Chief Executive and Returning Officer reported that he had received from Councillors E.R. Biggs, R.W.C. Offwood and I.W. Shields their resignations as Members of the Council. If the ensuing elections were contested, polling would take place on 6th February 1975.

MINUTES OF COMMITTEES

- 1173 Resolved (1) that the Minutes of the following Committees be received and the recommendations contained therein be adopted subject to the amendments shown.

(2) that the Common Seal of the Council be affixed to any documents necessary to give effect to decisions taken or approved by the Council in these Minutes.

<u>Committee or Sub-Committee</u>	<u>Date</u>	<u>Minute Nos.</u>
Performance Review & Land Sub.	18th November 1974	1011
Development Services	20th November 1974	1024 - 1026
Recreation and Amenities	21st November 1974	1027 - 1029
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Finance and Personnel	10th December 1974	1109 - 1136
Development Services	12th December 1974	1137 - 1147
Housing Services	16th December 1974	1148 - 1153

Note Councillor C.D. Bright asked that his name be recorded as voting against acceptance of the report of the Committee.

Policy and Resources 17th December 1974 1154 - 1169

Council

INITIAL REVIEW OF DISTRICT ELECTORAL ARRANGEMENTS (MINUTE 998/74)

1174 The Council noted the report of the Chief Executive as follows:-

"The scheme of representation formally approved by Council on 19th November, 1974 having been submitted to the Local Government Boundary Commission, has now been adopted by the Commission as their draft proposals with only one amendment.

The amendment is to transfer from Trinity Ward to Lodge Ward the area bounded by Bull Lane, Jubilee Road, Grove Road, The Chase, Cecil Way, and Avondale Road, and transfers 602 electors from Trinity to Lodge Ward. A map will be available showing the precise area transferred. Consequent upon this transfer, two Councillors will be elected to represent the new Trinity Ward instead of three and three Councillors will represent the new Lodge Ward instead of two.

At present the 3211 electors of Lodge Ward elect 2 members giving an average of 1605 electors per Councillor. and the 3220 electors of Trinity Ward elect 3 members giving an average of 1073 electors per Councillor. The Commission's amendment is made in order to achieve greater equality in the numbers of electors per member, since the 3 new Lodge Ward Councillors will now represent 3813 electors, i.e. 1270 electors per member, and the 2 new Trinity Ward Councillors will represent 2618 electors, i.e. 1309 electors per member.

The Commission's draft proposals are now available for public inspection and comment until 23rd January, 1975. If the Commission's draft proposals are acceptable to the Home Secretary, they will take effect in the 1976 District Council Elections". (2320)

CIVIC REGALIA

1175 The Chief Executive reported that, unfortunately due to the Christmas delays the quotations and designs invited for a Civic Regalia had not been received. In order to avoid further delay, it was, Resolved that the Chairman of the Council, Councillor L.H. Fudge, together with Councillors R. Blackburn, N.A. Grove, A.J. Harvey and Miss E.M. Leggatt constitute a panel authorised to choose a design and accept a quotation for the production of a Hall Marked Silver Gilt and Enamel Badge of Office and Silver Gilt Chain for the Chairman of the Council, and Silver Gilt Badge and Chain for the Chairman's Consort/Vice Chairman. (834)

NOTICE OF MOTION - RENT REBATES

1176 Councillor B.A. Crick having formally moved the following motion, it was referred without discussion, to the Housing Services Committee in accordance with Standing Order 5.5.

"That this Council is concerned that the present formula for calculating rent rebates is depriving tenants of rebates when their income has increased by virtue of threshold payments.

The threshold payment was introduced to cover increases in prices of goods and services. Rents cannot at present be increased but many tenants are obliged to pay more rent because of this anomaly.

Council

This Council, therefore asks the Government to allow amendment of the rent rebate scheme to permit appropriate adjustments backdated so as to remove this injustice". (131)

[Handwritten signature]
11th February 1945.