



**Rochford District
Council**

INDEX

1990

January - December

AID

Local Authority AIDS Education Officer 57,521

Abandoned Vehicles

Disposal of 32

Access to Information

Access to Information in Health Authorities 221,240

Alarm Systems

Dispersed Alarm Systems 272,333,529

Anglian Water Services Limited

Ferry Road Pumping Station, Hullbridge 94
Anglian Water Matters 198,240,400,453,656

Appeals - Planning

ROC/626/89 - Fairview Homes PLC's Appeal - Matchbox
Toys Site, Rochford 5
Planning Appeals - Analysis of Decisions Received
from January to March 1990 260
Appeal by British Gas PLC - Land at Klondyke
Avenue, Rayleigh 418
Baltic Wharf, Wallasea Island, Rochford -
Applications ROC/667/89 and ROC/316/89 -
Variation of Working Hours Condition and
Realignment of Jetty 480
Planning Appeals - Analysis of Decisions Reached 594

Area Service Points

Area Service Points 436,686,706

Area Sub-Committees

Area Sub-Committees 257,354,393

Audit

External Auditors' Reports 110(C) (1-3)
Computer Management Progress 110(C) (4), 212(E) (2)
Managing Services Efficiently - Performance
Review 110(C) (5)
Complaints Procedure 110(C) (7)

cont/d

Audit cont/d

Automatic Teller Machine - Usage	110(C) (8)
Audit Commission - Survey of Local Authority Housing Rent Arrears	163
Review of Audit Commission Publication - "Sport for Whom?"	187
Value for Money Study Overview of the Planning and Building Control Functions	212(C) (1-7)
The Work of the Audit Commission	212(E) (1)
Planning Enforcement Action - Performance Monitor	212(E) (3)
Report of the Woodland and Amenities Unit	212(E) (4)
Review of Audit Commission Publication "Local Authorities Support for Sport" - A Management Handbook	296

Automatic Teller Machine

Great Wakering	339
----------------	-----

Bridleways

Highways Act 1980 - Section 25: Proposed Bridleway - Albert Road to Rectory Avenue, Hawkwell	324,361,412
Proposed Diversion of Bridleway 17 (part) Foulness	413(i),574

British Rail

British Rail Liaison	503
----------------------	-----

Budget

1990/91	86
Budget Review	425,453
Budget Review 1990/91 and 1991/92	483,679
Budget Preparation 1991/92	485
Review of the Corporate Plan and Budget Strategy	532,545,578,600,602,611
Budget 1991/92 (Development)	702
Budget 1991/92 (Leisure)	703
Budget 1991/92 (Health and Housing)	711
Budget 1991/92 (Policy and Resources)	723

Building Control

Local Authority Building Control	25,224
----------------------------------	--------

Bye-Laws

Enforcement of Bye-Laws Against Dog Fouling	81
Public Conveniences	274
Pleasure Fairs Bye-Laws - Contravention	537

Canewdon Consultants

"Broomhills", Stambridge Road, Rochford -
Preliminary Proposals by Canewdon Consultants 134

Capital Programme

1990/91, 1991/92 and 1992/93 13,126,141

Car Parking

Future Charging Policy and Usage 16,40,219
Car Parking in the Rochford District 92
On-street Parking - Outside Town Centres 326
Car Parking Charges 337
Extension to Back Lane Car Park 483,580,611
Monitoring of Income 677

Car Parking Study

Car Parking
Study 205(i)(11), 205(ii)(1-12), 205(iii)(1-5), 664(1-3)
Review of Car Parking Standards 205(i)(12&13), 205(iii)(7)
Outside Town Centres 414(2)
Rayleigh Town Centre 414(3-9), 453
Rayleigh West 664(4-8)
Market Car Park, Rayleigh 664(9)
Car Parking Business Survey 664(10)
Problems Identified by Councillors 664(11-13)
Summary of Progress 664(14)

Caravan Sites

Review of Caravan Site Licences 63,161,276
Spacing of Caravans - Progress Report 68,535
Caravan Site - Breach of Site Licence Conditions 69,141
Tower Caravan Site, Pooles Lane, Hullbridge -
Amendment to Site Layout 277,526
Access to Crouch Caravan Site via Pooles Lane
Recreation Ground 386
Unauthorised Caravans at Canewdon 539

Cemeteries

Rayleigh and Hall Road Cemeteries - Enhancement 617
Hall Road Cemetery: Extended Church of England Section
Roadway 618(i)
Layout of Graves 618(ii)

cont/d

Chairman's Announcements

Councillor Boyd	38
Sunday Times/Royal Mail International Twin Town Award Scheme	38
Ashingdon Primary School - Mock Edition of the Evening Echo	140
Members Standing for Re-election	238
Councillor W.H. Budge	238
Councillor C. Stephenson	238
Civic Banquet: Southend-on-Sea Borough Council	360
Twinning Visit: German Minesweepers - "Nixe" and "Ariadne"	360
Cycle Races in Rayleigh	360
Annual General Meeting of "RELATE"	360, 452
Dial-a-Ride: Delivery of Third Vehicle	360
Premier Housing Award from British Gas	360
Hullbridge Regatta	452
ADC Conference	452
Essex Heritage - Inauguration	452
Essex University - 25th Anniversary	452
Thorpe Hall School - Speech Day and Prize Giving Ceremony	452
Rochford Show	452
Reception on the Terrace at Mill Hall	452
Rochford Festival of Sport - Finals Day	452
150th Anniversary of the Police Force	452
Presentation of Certificate to Mrs. J. Attridge	452
Presentation of Certificate to Mr. G. Harwood	452
Council Staff Team who Cycled to Brighton	452
Councillor R.A. Pearson's Wife	514
Residents of the District Trapped in Baghdad	514
Essex Games	514
Judging of Garden Competition	514
Luncheon - Local Rotary Club	514
Civic Service	514
King Edmund School - Booklet on Rochford	514
Peatland Protection Charter	514
Careers Convention - Park School	610
Maldon District Council - Civic Reception	610
TVS Studios - Luncheon	610
Haltern	610
Special Cycle of Meetings	705
Performances by the Arts Council	705
Bulb Planting at Ashingdon	705
Reopening of the Rocheway Clinic	705
Visit to Council's Sheltered Schemes	705
Presentation of Food Hygiene Certificates	705
Festive Lights in Rayleigh	705
Leigh Orpheus Choir	705
100th Birthday Celebrations - Resident at Eastwood Lodge	705

Charges

Scale of Charges 1990/91	15
--------------------------	----

cont/d

Children's Play Areas

Betts Wood Play Area - Hockley	75
Use of Land as Public Open Space, Allotment Gardens, the Layout of Children's Play Area and Construction of Car Park and Vehicular Access: Lower Wyburns Farm, Daws Heath Road, Rayleigh	79
Programme for Children's Playgrounds 1990/91	184

Circa Leisure

CIRCA Leisure Scholarship Scheme	300
----------------------------------	-----

Citizen Advice Bureaux

Rochford Citizens' Advice Bureau (CAB) Office Accommodation	428
--	-----

Civic Car

Civic Car	445
-----------	-----

Clements Hall Leisure Centre

Replacement of Astro-Turf Sports Pitch	84,109,143
Additional Car Parking	292
Capital Investment at Clements Hall Leisure Centre	710

Committee Meetings

Cycle of Meetings 1990/91	23,119
---------------------------	--------

Committee Structure

Election of Chairman of the Council for 1990/91	245
Appointment of Vice-Chairman of the Council for 1990/91	246
Appointment of Chairman of the Policy and Resources Committee/Leader of the Council for 1990/91	247
Appointment of Standing Committees	252
Appointment of Chairmen and Vice-Chairmen of Committees and Panels of Committees	253
Dates of Meetings	254,493,515
Appointment of Dependent Sub-Committees and Panels	257,267,282,305,328,361
Committees and Dependent Panels	330,431
Council and Committee Agenda	344(i),437
Membership of the Policy & Resources Committee	348
Little Wheatleys Panel	357,361,394
Pro-rata Representation on Leisure Services Committee	517(i)

cont/d

Committee Structure cont/d

Membership of the Policy and Resources Committee	517(ii)
Appointment of Vice-Chairman - Policy and Resources Committee	597
Committee Structure	601(C)(2)

Community Charge

Setting the Level of Community Charge 1990/91	137
Community Charge Collection Fund	142
Community Charge Collection Costs 1990/91	426
Appeals Against Determination of Benefit	693
Standard Community Charge	725
Community Charge 1991/92	727

Computer System

Replacement Computer System for Environmental Health Services	448
--	-----

Concessionary Fares

Concessionary Fares	434,680
---------------------	---------

Conferences

National Housing and Town Planning Conference	159
Annual Conference and Exhibition of the Chartered Institute of Public Finance and Accountancy: Harrogate 5th to 7th June 1990	303
Report of the Delegates on the 105th Conference of the Chartered Institute of Public Finance and Accountancy (CIPFA) Held at the Royal Hall, Harrogate: 5th-7th June 1990	429,603
Association of District Councils - Annual Meeting and Conference - Harrogate 27th to 29th June 1990	498

Conservation

Conservation Area Advisory Committee	605,690
--------------------------------------	---------

Consultants

Selection of	35
--------------	----

cont/d

Consultation Documents

National Code of Local Government Conduct and Register of Members' Interests	117
Transport Policies and Programmes (TPP17) and Public Transport Plan (PTP13) 1991/92 Submissions - Consultation Drafts	199
"Shaping the South East Planning Strategy" - SERPLAN Consultation Document	315,361
Maldon District Local Plan, First Review - Consultation Draft	320
Essex County Council Consultation Document on Waste Disposal	540

Consultations from Neighbouring Authorities

Consultation from Castle Point District Council on Former S.W. Wood Site, Rat Lane, Rayleigh	47
Consultation from Southend-on-Sea Borough Council: Land to the rear of Comet Way: Erect 4 Part Single/ Part Two Storey Buildings and Three Single Storey Buildings to Form 11 Industrial and High-Tech Business Units with Car Parking and Construct New Access Road to Comet Way	136
Consultation from Castle Point District Council: CPT/4790 - Demolish Former British Shoe Corporation (Rayleigh Shoe) Factory, Kingsley Lane, Thundersley, for Re-development of Class B1 (a)(b) Units Totalling 4,145 square metres (Including Replaced Factory Floor Space 44.600 square feet) and 138 Car Parking Spaces	177
Consultation from Neighbour Authority: Northwick Village Project	262
Consultation from Southend-on-Sea Borough Council - Erect Detached Bungalow and Garage (Outline) Land Adjacent 76 Glenwood Avenue, Eastwood, Leigh-on-Sea - Planning Application SOS/90/0469	351
Outline Application for Residential Development on Land North of Kingsleigh Crescent and Fronting the Arterial Road, Rayleigh - Application No. CTP/572/90	463
Grove County Primary School, Grove Road, Rayleigh - CC/0499/90/ROC	464
Consultation from Southend-on-Sea Borough Council - Outline Application to Erect Dwellinghouse with Garage: Land South of Newfriars, Wakering Road, Shoeburyness	470(i)
Deemed Permission Application from Essex County Council, Change of Use from Residential to Day-Care Centre and Office Accommodation with Associated Storage and Car Parking: 80-80c West Street, Rochford - Application Number CC/0447/90/ROC	470(iii)
Town and Country Planning Act 1990: Consultation from Southend-on-Sea Borough Council on Application SOS/90/1016: Land North of Bournes Green Chase, Southend-on-Sea	510

cont/d

Consultations from Neighbouring Authorities cont/d

Consultations on Planning Applications from Southend

Borough Council:

SOS/90/1234 - Erect Wholesale Warehouse, Access Road and Lay Out 513 Parking Spaces on 7.8 Hectares of Land East of Sutton Road, Land Adjoining Smithers Farm, Southend-on-Sea 717(i)

SOS/90/1235 - Erect 17 Buildings Comprising Office (B1), Storage (B8) and Industrial (Classes B1 and B2) Uses and Lay Out Estate Roads and 1,713 Parking Spaces on 16.8 Hectares of Land East of Sutton Road and Adjoining Smithers Farm and Fossetts Camp, Southend-on-Sea (including the site of SOS/90/1234) 717(ii)

Contractors

Standing Approved List of Contractors 34,492

Contracts

Contract No. 1475 - Lift Service and Maintenance 36(i)
Contract No. 1477 - Maintenance of Central Heating, Hot Water Services and Air Handling Equipment, AP Schemes and Leisure Buildings 36(ii)
Contract No. 1481 - Improvements to Mill Hall, Rayleigh 36(iii)
Contract Progress Report 61,188,280,383
Contract No. 1476 - Cleaning of Public Conveniences 71
Contract No. 1463 - Fencing Improvements at Playing Fields 130
Contract No. 1501 - Servicing and Repair of Domestic Gas Appliances 131
Contract No. 1497 - Cyclical Repairs and External Decoration - Hockley 170
Contract No. 1498 - Cyclical Repairs and External Decoration - Rochford 170
Contract No. 1396 - General Cleaning 231(i)(a)
Contract No. 1496 - Window Cleaning 231(i)(b)
Contract No. 1502 - Preparation of Schedule of Rates for Maintenance Work 231(ii)
Contract Nos. 1501 and 1488 - Cyclical Repairs and External Decorations - Wardened Schemes and Council Houses at Rochford and Hullbridge 231(iii)
Contract No. 1508 - Replacement Windows with UPVC 281(i)
Contract No. 1488 - Cyclical Repairs and External Decoration - Various Sites 281(ii)

cont/d

Contracts cont/d

<u>Contract No. 1505</u>	- Cyclical Repairs and External Decoration - Wardened Schemes	281(iii)
<u>Contract No. 1514</u>	- Cyclical Repairs and Internal Decoration	384(i)
<u>Contract No. 1524</u>	- Sweyne Park Bridleway	384(ii)
<u>Contract No. 1523</u>	- Reroofing and Associated Works	447(i)
<u>Contract No. 1526</u>	- Boilerhouse Refurbishment, Romney House, Rochford	447(ii)
<u>Contract No. 1530</u>	- Improvement and Refurbishment at 1 & 2 The Ferns, Stambridge	538
<u>Contract No. 1539</u>	- Entrance Works at Public Open Space - Lower Wyburns Farm, Daws Heath Road, Rayleigh	560
<u>Contract No. 1541</u>	- Domestic Boiler Replacement	637
<u>Contract No. 1548</u>	- Upgrading of Fire Alarm Systems in A.P. Sheltered Schemes	692
<u>Contract No. 1547</u>	- Extension of Public Car Park, Back Lane, Rochford	694
<u>Contract No. 1542</u>	- Replacement Fencing, King George's Playing Field	699
<u>Contract No. 1548</u>	- Upgrading Fire Alarm Systems	708

Corporate Plan

Corporate Plan	120
The Physical Environment	186,291,652
First Review	270,289,314,342(a),361,520
Leisure Section Priority F3	290,375
Rochford Hospital Site	342(b)
Corporate Priority C.1	409,665
Review of the Corporate Plan	484
Review of the Corporate Plan and Budget Strategy	532,545,578,600,602,611
New Sections	579
Corporate Priority I.4	601(B)
Corporate Plan - Identification of Deficiencies in Service Provision	664(26)
Resourcing the Corporate Plan	683

Cost Centres

Priority Budgeting and Cost Centres - Methodology	220
---	-----

Council Property and Premises

Council Chamber	212(D)
Catering in Council Halls	287
Sound System in the Council Chamber	721

cont/d

Councillors

R.H. Boyd	6,39,146
Mrs. P. Godsell	7
Members' Allowances	30,40,116
J.A. Gibson	39
M.J. Handford	48
Absence of Members	107,141
Election of Chairman of the Council for 1990/91	245
Appointment of Vice-Chairman of the Council for 1990/91	246
Appointment of Chairman of the Policy and Resources Committee/Leader of the Council for 1990/91	247
Liaison Arrangements with Group Leaders	248
Appointment of Chairman's Chaplain	249
Record of Attendances	251
Appointment of Chairmen and Vice-Chairmen of Committees and Panels of Committees	253
Mrs. P. Cooke	359
Mrs. A.R. Hutchings	388
Former Councillor R. Blackburn	419,450

Covenants

2 Jubilee Road, Rayleigh	105
Conversion of Former Council Properties into Self-Contained Flats	
29 Stambridge Road, Rochford	581(i)
27 Middlemead, Rochford	581(ii), 611, 671, 706

Crime Prevention

Partnership in Crime Prevention	504
---------------------------------	-----

Deemed Planning Consents

Land at the Junction of Mercer Avenue and Twyford Avenue, Great Wakering	53
Brooklands Garden Extension, Rayleigh	74(i)
Rochford Water Sports Centre	74(ii)
Use of Land as Informal Public Open Space, Layout of Children's Play Area and Construction of Horse Riding Trail: Land North of Magnolia Road, Hawkwell	123
Open Spaces Development Programme - Land at The Bailey, Rayleigh	183,546
Open Space Development Programme - Hambro Hill	299
Deemed Permission Application from Essex County Council, Change of Use from Residential to Day-Care Centre and Office Accommodation with Associated Storage and Car Parking: 80-80c West Street, Rochford - Application Number CC/0447/90/ROC	470(iii),643
Contract No. 1539 - Entrance Works at Public Open Space - Lower Wyburns Farm, Daws Heath Road, Rayleigh	560

Deferred Items

Planning Services Committee	
(i) Consultation from Southend-on-Sea Borough Council - Outline Application to Erect Dwellinghouse with Garage: Land South of Newfriars, Wakering Road, Shoeburyness	
(ii) 17 Brook Close, Rochford - Proposed Amendments to Car Parking Layout and Roof Design from Scheme Approved on 1st August 1989 (Planning Application ROC/279/89)	
(iii) Deemed Permission Application from Essex County Council - Change of Use from Residential to Day-Care Centre and Office Accommodation with Associated Storage and Car Parking: 80-80c West Street, Rochford: Application No. CCO/447/90/ROC	462

Delegation of Authority

Reallocation of Responsibilities	121,222(a)
Development Directorate	222(b)
Delegations to Officers	439
Requisitions for Information - Town and Country Planning Act 1990, Section 330	500(i)
Town and Country Planning Legislation - Consolidation	500(ii)
Senior Environmental Health Officers (Posts ES7 and ES37) - Delegated Authority	525

Dial-a-Ride

Dial-a-Ride Scheme	657
--------------------	-----

cont/d

Disabled

Appointment of Member with Special Responsibility for
the Disabled with Regard to Planning Applications 256

District Plan Working Party

Minutes 101,205(i)(1),583(i),(ii)&(iii)
National Playing Fields Association 101(1&2)
Housing 101(3&4)
South Fambridge
Village Plan Brief 101(5),205(i)(5),205(ii)(14)
Strategy for Review of the Local Plan 101(6-9),205(i)(6-10)
Revised Housing Strategy: Essex County Structure
Plan First Alteration 205(i)(2)
Draft Planning Policy Guidance Notes 205(i)(3&4)
Car Parking
Study 205(i)(11),205(ii)(1-12),205(iii)(1-5),664(1-3)
Review of Car Parking Standards 205(i)(12&13),205(iii)(7)
Future Development - Etheldore Avenue/Wood
Avenue, Hockley 205(ii)(13)
Public Utilities, Health and Social Services 205(ii)(15)
Rebuild or Extension of Existing Dwellings
in the Metropolitan Green Belt 205(ii)(16),664(15)
Conversion of Redundant Farm Buildings 205(iii)(6)
The Rochford Estuaries and Coastlines 414(1)
Car Parking Study - Outside Town Centres 414(2)
Car Parking Study - Rayleigh Town Centre 414(3-9),453
Review of the Local Plan 583(i)(1-25)
Identification of Additional Land for
Employment/Business with Particular Reference
to Land West of Aviation Way 583(i)(26&27),664(16&17)
Identification of Additional Public Open
Spaces - West Hawkwell 583(i)(28&29)
Identification of Additional Public Open
Spaces - West Hawkwell 583(i)(30),583(ii)(3&4)
Review of the Location, Amount and Phasing
of New Residential Development 583(ii)(1&2)
Evaluation of Suggestions by the R.S.P.B. for
Inclusion in the Local Plan 583(ii)(5)
Identification of Properties in Hall Road,
Rochford and High Road, Hockley for Inclusion
in Policy GB2 583(ii)(6&7)
Golf Courses - Review of Policy LT7 583(ii)(8),664(18)
Provision of Low Cost and Social Housing in
Urban and Rural Areas 583(ii)(9)
Removal of Permitted Development Rights 583(ii)(10-12)
New Warehouse, Rankin Flour Mills, Mill Lane,
Rochford 583(ii)(13)
Master Plan for Southend Airport 583(ii)(14)
Car Parking Study - Rayleigh West 664(4-8)
Car Parking Study - Market Car Park, Rayleigh 664(9)
Car Parking Study - Car Parking Business Survey 664(10)
Car Parking Study - Problems Identified by
Councillors 664(11-13)
Car Parking Study - Summary of Progress 664(14)

cont/d

District Plan Working Party cont/d

Review of Local Plan: Chapter 10 - Public Utilities, Health and Social Services	664(19-24)
Updating the District Plan	664(25)
Corporate Plan - Identification of Deficiencies in Service Provision	664(26)

Dogs

Dog Fouling	77
Enforcement of Bye-Laws Against Dog Fouling	81,195,557
Supervision and Enforcement	382,497,514
Environmental Protection Bill - Dog Fouling	444
Control of Dogs	524

Easements

Proposed Temporary Easement at King George's Playing Field	31
Land at 5 Greensward Lane, Hockley now Known as Lime Court - Springboard Housing Association Limited	95
Riverside Industrial Estate	200(i)
14 Bull Lane, Rayleigh - Land Adjacent to King George's Playing Field	200(ii)
Easement to Essex Water Company - The Grove, Rayleigh	415

Education

Closer to the People - Education: The District Council Contribution	118,141
--	---------

Elections

Expenses of Candidates at Elections	218
Results of District and Parish Council Bye-Election Held on 3rd May 1990	250
Representation of the People (Amendment) Regulations 1990 Sale of Registers	340

Emergency Arrangements

Emergency Communication	489(A) (5&6)
Emergency Planning Team	489(A) (1,2&3)
Riverwatch Update	489(A) (4)
Incident at Wakering Refuse Tip	489(A) (7)

Emergency Centre

Hockley Woods	27,40,212(A),346
---------------	------------------

Environment

Environmental Awareness	154
-------------------------	-----

Essex County Council

District and County Council Liaison Meeting	225
Essex In Europe Week - 1991	226,432
Liaison Meetings with County Highways Chairman	309
Deemed Permission Application from Essex County Council, Change of Use from Residential to Day-Care Centre and Office Accommodation with Associated Storage and Car Parking: 80-80c West Street, Rochford - Application Number CC/0447/90/ROC	470(iii),643

cont/d

Essex County Council cont/d

Essex County Council Consultation Document on
Waste Disposal
Blue Plaque Scheme

540
551

Essex Euro Week

Essex Euro Week

601(A) (1&2)

Financial Matters

Capital Programme 1990/91, 1991/92 and 1992/93	13,126,141
Scale of Charges 1990/91	15
Capital Accounting in Local Authorities - The Way Forward	22
Budget 1990/91	86
Priority Budgeting and Cost Centres - Methodology	220
Promotion of Economic Development	724

Footpaths

Highways Act 1980 - Section 119 Diversion of Part of Footpath 36, Rochford	29
Town and Country Planning Act 1971 - Section 210 Proposed Diversion of Part of Footpath 23, Rayleigh	97,141,208,317
Highways Act 1980 - Section 119 Proposed Diversion of Footpaths at Bolt Hall, Upper Raypits and Pudsey Hall Farms, Canewdon	98,413(ii),573
Footway Between Haddon Close and Little Wheatleys Chase, Rayleigh	325,361,571
Highways Act 1980 - Section 119: Proposed Diversion of Footpaths 3, 5, 31, 33 and 34 Barling Magna	660
Town and Country Planning Act 1990 - Section 247: Proposed Diversion of Part of Footpath 22 Rayleigh	661
Footpath 3 Hullbridge - Blounts Wood to Hullbridge Road, Rayleigh	663(i)
Plumberow Mount to Church Road, Hockley	663(iii)

Fragrant Garden

Provision of Fragrant Garden - Rayleigh Town Centre	191
---	-----

Freight House, Rochford

The Freight House, Rochford	608
-----------------------------	-----

Grants and Loans

Grant Aid to Outside Bodies	18,40
Grant Aid Towards Housing Improvement and Repairs	162,273,530
House Renovation Grant - Breach of Grant Conditions	165
Grant Aid to Outside Bodies	
Rochford & District Playscheme Council	338(i)
Closure of LAMSAC	338(ii),490
North Wales Mayor's Flood Disaster Fund	338(iii),361
Citizens' Advice Bureaux	338(iv)
Rochford Old People's Welfare Committee and Rayleigh Age Concern	427(i),453
Further Applications	427(ii)
Grants for Internal Decoration	623

Group Leaders Panel

Terms of Reference and Conventions	489(B)
------------------------------------	--------

Gypsies

Gypsy Site Provision Seminar	474,585
------------------------------	---------

Hackney Carriages

Shared Taxi Service	311,402(i)
Hackney Carriage Fares	402(ii)

Health and Safety

Local Authority Aids Education Officer	57
Review of Law on Infectious Disease Control	58
Chlorofluorocarbons (CFC's)	60,619
Essex Family Practitioner Committee (Essex FPC)	
Classification of Dispensing Areas	64
Enforcement of the Health & Safety at Work Etc. Act 1974	150
Quality Assurance in Environmental Health	152
Heartcheck - Park School, Rayleigh	278
Pest Control Service for Insect Infestation	366
The Ungraded Eggs (Hygiene) Regulations 1990	522
Odour Nuisance from Mushroom Growing Farm	536
Food Safety Act 1990	615
Environmental Health Services Annual Report 1989/90	620
Food Hygiene (General) Regulations 1970 - Prosecution	638
Food Hygiene (General) Regulations 1970	696

Highways

County Highways Matters	89,240,307
Traffic Problems, Ashingdon Road Junction with Rectory Road and Hill Lane Junction with Main Road, Hawkwell	90
Broad Parade/Greensward Lane, Hockley - Proposed Waiting Restrictions	91
Town Police Clauses Act 1847 - Section 21: South Fambridge Annual Country Village Fayre 1990	207
Station Road, Rayleigh - Pedestrian Facilities	229(i), 572
Warwick Road/Clarence Road, Rayleigh - Proposed Prohibition of Waiting	229(ii)
Proposed Prohibition of Driving in Cherry Orchard Lane (part), Hawkwell	308,361
Liaison Meeting with County Highways Chairman	309
Town Police Clauses Act 1847 - Section 21 Proposed Temporary Closure of White Hart Lane (part), Hawkwell	316(i)
Proposed Temporary Closure of Bellingham Lane, Rayleigh	316(ii)
Town Police Clauses Act 1847 - Section 21 Proposed Temporary Closure of Eldon Way (Part), Hockley	347
Improvement of the A130 Between the A132, Rettendon Turnpike and the A127 Southend Arterial Road	403,567
Private Finance Road Schemes	404
Proposed Waiting Restrictions - Ashingdon Road, Rochford, Ashingdon and Hawkwell	405
Hullbridge Road, Rayleigh	406
Rayleigh Weir Liaison Meeting	408

cont/d

Highways cont/d

White Hart Lane (Unadopted), Hawkwell - Prohibition of Use by Vehicular Traffic	412,570
On-street Parking Restrictions - Brook Close, Rochford	470(ii), 659,714
Highways Service Review - A Consultation Paper	482,488,668,674,706
Town and Country Planning Act 1990 - Section 257 Proposed Extinguishment of Highway Rights at Blackmore Walk, Rayleigh	501,691
Noise Insulation Scheme - A127/A129 Rayleigh Weir Improvement	523
Major Road Schemes Review	568
Proposed Waiting Restrictions - (i) Ashingdon Road, Rochford/Hawkwell/Ashingdon (ii) Highmead, Rayleigh (iii) Rocheway/Stambridge Road/East Street, Rochford	569,600
Removal of Highway Rights - Land Fronting 293-297 Little Wakering Road, Little Wakering	586
Russell Grove/Stambridge Road, Rochford - Proposed Waiting Restrictions	667
Stambridge Road, Rochford	669

Horse Riding

Minutes	102
Provision of Horse Riding Facilities - Apton Hall Road to Larkhill Road, Canewdon	103,323,576
Horse Riding Establishments - Alleged Unauthorised Developments	135
Spencers Nurseries, Hawkwell	663(ii)

Housing - General

Housing Rents 1990/91	14
Homelessness	51,141
Housing Mobility Scheme - Women's Aid	55
Audit Commission - Survey of Local Authority Housing Rent Arrears	163
Housing Applicant Mr. C	371
National Housing and Town Planning Council - Election of Regional Members to the National Executive Committee 1990/92	443
Upgrading of Sheltered Housing Bedsitters	622
Annual Programme of Pre-painting Repairs and Decoration of Council Dwellings 1991/92	624
Building Repairs and Improvements Service - Performance Statistics 1989/90	625
Charging for Services	627
254-284 Wakering Road, Shoeburyness	697

cont/d

Housing Associations

Joint Statement by NFHA/AMA/ADC on Local Authority Nominations to Housing Associations	56
Housing Strategy - Housing Association Local Authority Sponsored Schemes - Springboard Housing Association	223

Housing Benefit

Housing Benefits	227,240
Council's Discretionary Powers	336

Housing Development

ROC/626/89 - Fairview Homes PLC's Appeal - Matchbox Toys Site, Rochford	5,240
--	-------

Housing Investment Programme

1991/92	368
---------	-----

Housing Strategy

Motion in the name of Councillor R.H. Boyd	26
Housing Strategy - Housing Association Local Authority Sponsored Schemes - Springboard Housing Association	223,334
Property Transactions	244
Housing Strategy	329,531,600,611

Land

Land Forming Part of 18 Orchard Avenue, Rayleigh - Enabling Power Local Government Act 1972	201
Land Adjacent to 1 and 2 Wimarc Crescent, Rayleigh	202
Site of the Former Properties Known as 1-3 (Inclusive) Bedford Row Cottages, Church End, Paglesham	203
Land at Rawreth Shot	204,417
Proposed Stopping up of Land at the End of Bull Lane, Hockley to rear of Nos. 4 and 5 St. James' Walk, Hockley	228
Land at Little Wheatleys Chase, Rayleigh	174,242
Land Forming Part of the Rear Garden of 27 Weir Gardens, Rayleigh	411

Leisure Contract

Review of the Leisure Contract	559,611
--------------------------------	---------

Leisure - General

Leisure Bus	83
Countryside Interpretation	185
Review of Audit Commission Publication - "Sport for Whom?"	187
Leisure Liaison Committee - 26th March 1990	193
District Council/Sports Council Liaison Arrangements	283
Catering in Council Halls	287
Putting Facilities	293
Annual Re-planting Programme 1989/90	294
Best Kept Village Competition	295,387
Review of Audit Commission Publication "Local Authorities Support for Sport" - A Management Handbook	296
Rawreth Playing Field - Flying of Model Aircraft	298
Provision of Skateboard Facilities	552
Rayleigh Cycle Races	553
The Year of Sport 1991 - Regional Torch Relay	554,611
Eastern Council for Sport and Recreation - Liaison Meeting	555
Ernie Adcock Trophy	649
Arts Provision	650

Leisure Liaison Working Party

Arts Budget 1990/91	193(i)
Special Events 1990/91	193(ii)
Future of Action Sport	193(iii)
Car Parking at Clements Hall Leisure Centre	193(iv)
Leisure Liaison Working Party	286,556

cont/d

Litter Initiatives

Greensward School, Hockley	59(i)
Southend Arterial Road	59(ii)
Keep Rochford Tidy - Poster Campaign	155
Tidy Britain Group - "People and Places"	156
Litter Initiatives	157
Litter and Refuse	279
Tidy Britain Year 1990	370
Environmental Protection Bill: Draft Code of Practice on Litter	632
Code of Practice on Litter: Contractual Implications and Estimated Additional Costs	634

Local Government and Housing Act 1989

Political Restrictions on Certain Local Authority Officers	11(B) (1,2&3), 25
Appointment of Political Assistants	11(B) (4)
Section 164: Amendment to Right to Buy	54, 141
Borrowing Policy 1990/91	111
Changes to the Local Elections (Principal Areas) Rules 1986	124
Unfit Housing, Etc.	164
Pro Rata Representation on Committees	456, 543
Schedule of Determinations	505

Marinair

Marinair - The Proposal for a Fourth London Airport in
the Thames Estuary 582

Members of Parliament

Sir Bernard Braine 127

Minerals Subject Plan

Minerals Subject Plan 96

Monitoring Service Contract Performance

Cleaning at Aged Persons' Schemes	24
Street Cleansing	66
Ground Maintenance	82
Refuse Collection and Street Cleansing	110(C) (6)
Leisure Management	212(E) (5)

National Non-Domestic Rating

Charitable Rate Relief	335,491
------------------------	---------

National Rivers Authority

National Rivers Authority Anglian Region (Eastern Area): Annual Conservation Liaison Meeting - 28th March 1990	313
National Rivers Authority	564,611

Noise

Noise Insulation Scheme - A127/A129 Rayleigh Weir Improvement	523
---	-----

Notice of Motion

Minute 3: Para. 5 - ROC/910/89	40,144,180
No Loitering	41,52,141
Provision of Toilet for the Disabled in Hockley	65
Signatories to Petitions	241(i)
Swimming at Clements Hall Leisure Centre	241(ii),288
Petitions	341
Concessionary Travel	362(i),434(i)
Code of Local Government Conduct	362(ii),434(ii),453
Prohibition on Use of Peat	362(iii),385
Refuse Collection Service to Mobile Home Dwellers	362(iv),434(iii)
Notification of Proposed Development - Adjacent Properties	454
Funding Arrangements - Local Management of Schools	516
Parking Outside Peak Hours	612(i),676(i)
Parking Amnesty at Christmas	612(ii),676(ii)
Community Charge	707

Nuisance

Odour Nuisance from Mushroom Growing Farm	536
Clean Air Act 1956 - Section 16 - Smoke Nuisance at "The Gables", Radnor Road, Ashingdon	635

Outside Bodies

Grant Aid	18,40
Crouch Valley Scouts Association -	
Appointment of Trustee	122
Appointment of Representatives to Outside Bodies	
and Organisations	255,331,361,442
Grant Aid to Outside Bodies	
Rochford & District Playscheme Council	338(i)
Closure of LAMSAC	338(ii)
North Wales Mayor's Flood Disaster Fund	338(iii)
Citizens' Advice Bureaux	338(iv)
National Housing and Town Planning Council - Election	
of Regional Members to the National Executive	
Committee 1990/92	443

Panel Minutes

Audit Panel	11(A), 110(C), 212(C) & (E)
Staffing Sub-Committee	11(B), 110(B), 212(B)
National Non-Domestic Ratepayers' Consultation Panel	85
Roach Valley Conservation Zone Group of Representatives	100, 206, 584
District Plan Working Party	101, 205, 240, 414, 453, 583(i), (ii) & (iii), 664
Horse Riding Working Party	102, 322, 663
Chairman's Panel	110(A), 212(D)
Broomhills Panel	173(i), 233(i)
Little Wheatleys Panel	173(ii), 469
Gusted Hall Panel	173(iii), 233(ii), 349
Emergency Panel	212(A), 489(A), 675(C)
Leisure Liaison Working Party	286
Housing Strategy Panel	334
Performance Review Panel	423, 601(C), 675(B)
Group Leaders Panel	489(B), 601(D), 675(D)
Twinning Sub-Committee	601(A)
Personnel Sub-Committee	601(B), 675(A), 706

Parish Matters

Signs	76, 141
Stambridge Parish Council - Grant Application	216
Parish Council Functions - Area Committees for Rayleigh	344(ii), 438, 496
Area Liaison/Parish Interface	495, 682
Dissolution of the Roach Group Parish Council	604
Parish Boundary Review	685, 706

Performance Indicators

Performance Indicators	367, 527, 628
Planning Enforcement Action Performance Monitor	587
Published Performance Indicators for Local Authority Tenants	629
Revenues Division - Performance Measures and Monitoring	700

Personnel Sub-Committee

Personnel Sub-Committee: 10th December 1990	726, 730
---	----------

Pest Control

Pest Control Service for Insect Infestation	366
---	-----

cont/d

Planning Applications

1 Station Crescent, Rayleigh - F/0405/90/ROC	397
89 High Street, Rayleigh - F/0436/90/ROC	465
Determination of Planning Applications - Extension of Time Letters	596

Planning Development Control

Planning Development Control	28,40
Directorate of Development - Planning Application and Development Control Statistics	461,595

Post Office Facilities

Sub-Post Office, Station Road, Rayleigh	666
---	-----

Public Conveniences

Public Conveniences	365,422,616,674,706
---------------------	---------------------

Public Open Spaces

Brooklands Garden Extension, Rayleigh	74(i)
Turret House Farm	78
Use of Land as Public Open Space, Allotment Gardens, the Layout of Children's Play Area and Construction of Car Park and Vehicular Access: Lower Wyburns Farm, Daws Heath Road, Rayleigh	79
Use of Land as Informal Public Open Space, Layout of Children's Play Area and Construction of Horse Riding Trail: Land North of Magnolia Road, Hawkwell	123
Open Spaces Development Programme - Land at The Bailey, Rayleigh	183,546
Grove Road Open Space	190,240
Open Spaces Development Programme - Hullbridge Foreshore	192,410,453,658
Use of Land as Informal Public Open Space and Children's Play Space - Land North of Brays Lane, Rochford	297
Rawreth Playing Field - Flying of Model Aircraft	298,361,381,453,648
Open Space Development Programme - Hambro Hill	299
Open Spaces Development Programme - Swayne Park, Rayleigh and Spencers Nurseries, Hawkwell	301
Open Spaces Development Programme - Land and Ponds at Doggetts	302
Open Spaces Development Programme - Capital Spending Proposals and Commitments 1990/91	376
Open Spaces Development Programme - Proposed Public Open Space at Lower Wyburns Farm, Rayleigh	377,453
Open Spaces Development Programme Land at Little Wheatleys, Rayleigh	378,499

cont/d

Open Spaces Development Programme - Spencers	
Nurseries, Hawkwell	379,422,453,550,651,663(11),674
Supervision and Enforcement	382
Sweyne Park - Tree Planting	547
Fairview Playing Field	549
Contract No. 1539 - Entrance Works at Public Open	
Space - Lower Wyburns Farm, Daws Heath Road,	
Rayleigh	560

Public Transport

Revision of Contracted Bus Services 10B/12	
and 404	312,361,407

Questions

Urgent Question under Standing Order 7.2(b)

455

Rates

General Rate 1989/90 - Irrecoverable Items	678
--	-----

Rate Relief

Charitable and Other Organisations	21
Rate Relief for Charitable and Other Organisations	112
National Non-domestic Rating - Charitable Rate Relief	113,215,335

Recycling

Progress Report	70
Glass	158(i)
Haltern Activities	158(ii)
Potential Within the Council	158(iii)
Strategy Plan	158(iv)
Recycling Conference - Thursday 22nd February 1990	158(v)
Arrangements for Recycling Waste Materials	167,372,453,630
Use of Recycled Materials Throughout the Council	631

Rents

Housing Rents 1990/91	14,681
Audit Commission - Survey of Local Authority Housing Rent Arrears	163
Bailiff Services - Rent Arrears Recovery	169
Rental Deposits Bill	528

Rights of Way

Traffic Order - White Hart Lane, Hawkwell (Unadopted Section)	412
Public Rights of Way - Upgrading of Footpaths to Bridleways	575
Grant of Right of Way for 59A to D The Drive, Rochford	633

Roach Valley Conservation Zone Group of Representatives

Minutes	100,206
Outline Application to Construct Golf Course with Clubhouse Facilities and New Access Road - Gusted Hall, Gusted Hall Lane, Hawkwell	206
Roach Valley Conservation Zone Group of Representatives - Request from Southend-on-Sea Borough Council	321
Proposed Application for Restoration by Landfilling with Domestic, Commercial and Industrial Waste, Together with Export of Clay, on Site at Creeksea Ferry Road, Canewdon	584

cont/d

Rochford District Local Plan

Strategy for Review of the Local Plan	101(6-9), 205(i) (6-10)
Revised Housing Strategy: Essex County Structure	
Plan First Alteration	205(i) (2)
Draft Planning Policy Guidance Notes	205(i) (3&4)
Future Development - Etheldore Avenue/Wood	
Avenue, Hockley	205(ii) (13)
Public Utilities, Health and Social Services	205(ii) (15)
Rebuild or Extension of Existing Dwellings	
in the Metropolitan Green Belt	205(ii) (16), 664(15)
Conversion of Redundant Farm Buildings	205(iii) (6)
The Rochford Estuaries and Coastlines	414(1)
Review of the Local Plan	583(i) (1-25)
Identification of Additional Land for	
Employment/Business with Particular Reference	
to Land West of Aviation Way	583(i) (26&27), 664(16&17)
Identification of Additional Public Open	
Spaces - West Hawkwell	583(i) (28&29)
Identification of Additional Public Open	
Spaces - West Hawkwell	583(i) (30), 583(ii) (3&4)
Review of the Location, Amount and Phasing	
of New Residential Development	583(ii) (1&2)
Evaluation of Suggestions by the R.S.P.B. for	
Inclusion in the Local Plan	583(ii) (5)
Identification of Properties in Hall Road,	
Rochford and High Road, Hockley for Inclusion	
in Policy GB2	583(ii) (6&7)
Golf Courses - Review of Policy LT7	583(ii) (8), 664(18)
Provision of Low Cost and Social Housing in	
Urban and Rural Areas	583(ii) (9)
Removal of Permitted Development Rights	583(ii) (10-12)
New Warehouse, Rankin Flour Mills, Mill Lane,	
Rochford	583(ii) (13)
Master Plan for Southend Airport	583(ii) (14)
Review of Local Plan: Chapter 10 - Public	
Utilities, Health and Social Services	664(19-24)
Updating the District Plan	664(25)

Rochford Hospital

Display of Banner	455, 481, 548
Future Use	13, 126, 270, 342

Rochford News

Press and Public Relations - Rochford News	433
Alternative Means of Communication	602, 687

Rochford Sports Council

Rochford Sports Council	653, 706
-------------------------	----------

Satellite Television

Permitted Development Rights for Satellite Television
Antennae: Department of the Environment Consultation
Paper 473

Schedule of Development Applications and Recommendations

Schedule of Development Applications and Recommendations 706

Section 106 Agreements

(Formerly Section 52 Agreements)

Mill Lodge, High Street, Great Wakering 390

Seminars

"Working Together Towards Health for all by the
Year 2000" 149
Seminar 14th February 1990 - Workshop for Members 213

Sewers

Section 16 Main Sewerage Provision - Ashingdon Park
Estate 401
Discharge of Treated Sewage Effluent - Statutory
Consultation 565

Social Services

Charges for Home Help Service 520

South East Essex Business Enterprise Agency Ltd. (SEEBEA)

South East Essex Business Enterprise
Agency Ltd. (SEEBEA) 217

South East Essex Traffic Study

South East Essex Traffic Study 100(2), 310, 566

Southend Airport

Master Plan for Southend Airport 196(B), 240, 319, 361

Southend Health Authority

Consultation Document 148, 211, 240, 345, 440, 506
Application by Southend Health Authority to
Develop an NHS Self-Governing Trust 541
Appointment of Consultants 689
cont/d

Southend Hospital

Centralisation of Acute Services at Southend Hospital 621

Staff - Administration, Professional, Technical and Clerical

Mrs. J. Attridge	17,40
Mr. B. Payne (former Assistant Director of Finance)	467
Mr. B. Watmough	561
Mr. A.G. Cooke	731

Staff - General

Staff Award Scheme	110(B), 239
Authorisation of Prosecuting Officers	125
Departmental Staffing Matters	212(B) (1-3)
Central Services	601(C) (1)
Committee Structure	601(C) (2)
Authorisation of Prosecuting Officers	688

Standing Orders

Standing Order 18	343
Standing Order 21.2	430
New Standing Orders	
Supply of Information to Members	441(a)
Attendance by Officers at Group Meetings to give Advice	441(b)
Standing Order 18	441(c)
Revision of Standing Orders	437, 494, 514

Statistics

Development Control Statistics, July to September 1989	235
Development Control Statistics: Planning Applications	461, 595

Street Lighting

Street Lighting	93
-----------------	----

Street Naming and Numbering

Naming of Streets - Development rear of 46 Deepdene Avenue, Rayleigh	99
Downhall Park, Rayleigh - Phase II	318
Development Between 29 and 33 Rawreth Lane, Rayleigh	577
Naming of Streets - Development at Site of Matchbox Factory, West of Ashingdon Road, Rochford	662

cont/d

Subscriptions

1990/91

19

Subscription to Eastern Orchestral Board

502

Sunday Trading

Sunday Trading

129,449

Surplus Equipment

Disposal of

695

Taxis

Shared Taxi Service 311

Teach-In

Members' Teach-In on the ADC 19,214

Television Licences

Concessionary TV Licences in Sheltered Schemes 272

Tenants

Services to Tenants 626

Published Performance Indicators for Local
Authority Tenants 629

Tender Documents

Sale of 114,141

Town and Country Planning

Plot 3, 54 Folly Lane, Hockley - ROC/754/85/3 -
Details of Proposed House and Garage - Minor
Amendments to Siting and Design of Dwelling 263

17 Brook Close, Rochford - Proposed Amendments to
Car Parking Layout and Roof Design from Scheme
Approved on 1st August 1989 (Planning Application
ROC/279/89) 470(ii)

Town and Country Planning Legislation -
Consolidation 471

Little Wheatleys Farmhouse, Little Wheatleys Chase,
Rayleigh - LB/0420/90/ROC 478

The Flat, Trenders Hall, Trenders Avenue, Rayleigh 512

F/0732/90/ROC - The Kebab Hut, 26 High Street,
Rayleigh 720(i)

OL/0745/90/ROC - Adj. 8 Malyons Lane, Hullbridge 720(ii)

Town and Country Planning - Contraventions

Unauthorised Conversion and Change of Use of a Barn
to a Butcher's Shop at Burtons Farm,
Barling Road, Barling 2

Land Adjacent to Long Ridings, Greensward Lane,
Hockley 45

Change of Use and Conversion of a Barn and Stables
into Light Industrial Use and Retail Shop at
Lower Barn Farm, London Road, Rayleigh 46

Unauthorised Use of Agricultural Building and Land
for the Commercial Storage of Pallets at Land
off Watery Lane, Hullbridge 175

cont/d

Town and Country Planning - Contraventions cont/d

Unauthorised Construction of a Timber Chalet at "Cobble Trees", Magnolia Road, Hawkwell	176
Unauthorised Erection of Two Steel-Framed Buildings on Land at the Rear of "The Beeches", Western Road, Rayleigh	178
Unauthorised Erection of a Barn and Formation of Car Parking Area and Layout of an Access to Land Adjacent to the Junction of the Rayleigh Spur Road and the A130	179
Unauthorised Installation of a T.V. Satellite Antenna at the Crown Public House, Crown Hill, Rayleigh	236
Unauthorised Uses of Land at Lynwood Nurseries, Arterial Road, Rayleigh	264
Unauthorised Change of Use of Land from Agricultural to Residential Purposes and Siting of Two Caravans, Shed, Construction of an Access Road at Land Opposite Pengelly, McCalmont Drive, Rayleigh	355
Unauthorised Erection of Two Conservatories at Rochdale, Lower Road, Hockley	356
Unauthorised Car Sales on Land Adjacent to 1 Broad Parade, Hockley and Fronting Greensward Lane Adjacent to No. 48	395
Unauthorised Parking of Cars at Flemings Farm, Flemings Farm Road, Rochford	396
Unauthorised Development - Rayleigh Park Estate, Rawreth/Rayleigh and Hockley Garden Estate, Hullbridge	460,472,641,645
Failure to Comply with Condition 3 of ROC/254/89 which Requires the Installation of Obscure Glazing to the rear First Floor Window at 2 Newstead Road, Great Wakering, Essex	475
Failure to Comply with Conditions 4 and 5 of ROC/665/85 which Requires the Erection of a Wall and Close-Boarded Fence at 61 Kimberley Road, Little Wakering, Essex	476
Land Opposite Raymonds Farm, Creeksea Ferry Road, Canewdon	509
Unauthorised Development at Rawreth Industrial Estate, Rayleigh	590
Unauthorised Scaffolding Business at Reeves Timber Yard, 5 Weir Pond Road, Rochford	591
Unauthorised Development - 89 Warwick Road, Rayleigh	716
Unauthorised Development at 8 Plumberow Mount Avenue, Hockley, Essex	719

Transport

Transport Policies and Programmes (TPP17) and Public Transport Plan (PTP13) 1991/92 Submissions - Consultation Drafts	199,240
---	---------

Tree Planting

Sponsorship of Tree Planting on Highway Verges to Discourage Indiscriminate Parking	652
---	-----

Unfit Houses

Housing Act 1985 - Section 264: Unfit House and
Caravan, "White Lodge" and Caravan Adjacent
Beke Hall Chase North, Rayleigh 160,168,271,369,636
Local Government and Housing Act 1989 -
Unfit Housing, Etc. 164

Vehicles, Plant and Equipment

Central Filing Index System

606

Virements

Virements 1989/90

115

Walfords Farm, Hullbridge Road, Rayleigh

Walfords Farm, Hullbridge Road, Rayleigh	266,361
Review of Planning Conditions - Walfords Farm, Hullbridge Road, Rayleigh (Planning Application CU/0369/90/ROC)	715

Waste Disposal

Licences - Statutory Consultations

Cottis & Sons (Transport) Limited, Purdeys Farm, Purdeys Way, Rochford	62(i)
Aceland Limited, Unit 13, Rawreth Industrial Estate, Rayleigh	62(ii)
Cartaway CPC, Rawreth Industrial Estate, Rayleigh	153(i)
Ropers Farm, Barling	153(ii)
Waste Disposal Licence - Statutory Consultation	275

Water Act 1989

Drinking Water	151
----------------	-----

Weekly List System

Determination of Planning Applications	28,353
Referrals to Planning Services Committee	593

Woodland

South East Essex Woodland Education Pack	100(1)
Management of Council Owned Woodland and Trees - A Five Year Programme	380
Directorate of Development - Review of Woodlands and Amenities Unit	701

Write-offs

Sundry Debtor Accounts	20,424
------------------------	--------

Y.T.S.

Rochford Youth Training Scheme

12



**Rochford District
Council**

ROCHFORD DISTRICT COUNCIL MINUTES

1990

January

ROCHFORD DISTRICT COUNCIL

Minutes of the Planning Services Committee

At a Meeting held on 11th January 1990 Present: Councillors T. Fawell (Chairman), R.S. Allen, R.A. Ammer, P.A. Beckers, C.K. Bellman, C.I. Black, R.H. Boyd, Mrs. R. Brown, W.H. Budge, Mrs. P. Cooke, B.A. Crick, C.J.B. Faherty, Mrs. J. Fawell, D.F. Flack, J.A. Gibson, I.R. Godfrey, Mrs. P. Godsell, Mrs. V. Grigg, M.J. Handford, N. Harris, Mrs. E.M. Hart, D.R. Helson, Mrs. M. Hunnable, S.N. Jarvis, Mrs. S.J. Lemon, Miss B.G.J. Lovett, Mrs. E. Marlow, C.R. Morgan, J.M. Roden, J.A. Sheaf, S.H. Silva, S.A. Skinner, C. Stephenson, Mrs. L. Walker, P.F.A. Webster, D.A. Weir, D.C. Wood and C. Wren.

Apologies: Councillor R.A. Pearson.

1. MINUTES

Resolved that the Minutes of the Meeting of 14th December 1989 be approved as a correct record and signed by the Chairman.

2. UNAUTHORISED CONVERSION AND CHANGE OF USE OF A BARN TO A BUTCHER'S SHOP AT BURTONS FARM, BARLING ROAD, BARLING (Minute 668/89)

The Committee were reminded that at their last Meeting the Director of Development had reported details of an unauthorised conversion and change of use at the above premises, consideration of which had been deferred for a Members' site visit which had since taken place.

The Chairman informed the Committee that advice had since been received from the owners of the site that a planning application would be forthcoming in the near future.

On that basis it was

Resolved that consideration of this matter be deferred. (4801)

3. SCHEDULE OF DEVELOPMENT APPLICATIONS AND RECOMMENDATIONS

The Director of Development submitted a Schedule and Supplementary Schedule for consideration and a list of planning applications and Building Regulations applications decided under delegation.

Resolved that decisions be made in accordance with the recommendations in the appended Schedule and Supplementary Schedule subject to:-

Para.D1 - ROC/515/89

The Director of Development advised the Committee that negotiations had taken place with the developer for the application to be amended to provide a pair of semi-detached bungalows but without success.

Application refused for the following reasons:-

1. The proposed development of detached properties would by virtue of the limited site frontage appear cramped in the street scene to the detriment of the amenities of the area and would be contrary to the Council's adopted frontage policy for infill development.

123388

Planning Services Committee

2. The Local Planning Authority considers the design of the proposed development lacks balance and compatibility with the appearance of the street scene and furthermore that the density of the development is excessive on this site.

Para.D2 - ROC/804/89

Consideration of this application was again deferred because revised plans had not been received and the Committee concurred with the Chairman's suggestion that if they were not forthcoming prior to the next Meeting the application should then be determined.

Para.D3 - ROC/734/89/GD

Note: Councillors Mrs. P. Godsell and Mrs. E.M. Hart declared a non-pecuniary interest in this item by virtue of membership of the Southend & District Association for Mental Health and Councillor D.C. Wood as a member of the Southend Health Authority but remained in the Meeting and participated in the discussion and voting thereon.

Authority delegated to the Director of Development to respond to this consultation by seeking a revised scheme for a smaller building, fewer bedrooms, more car parking and amenity space and incorporating a screen wall to the public boundaries of the site.

Para.5 - ROC/910/89

Note: (i) Councillor P.A. Beckers declared a pecuniary interest in this item by virtue of being an employee of the applicant company and left the Meeting whilst the matter was being discussed.

(ii) Councillors R.S. Allen, R.A. Ammer, Mrs. R. Brown and C.J.B. Faherty declared a non-pecuniary interest in this item by virtue of being users of the service but remained in the Meeting and participated in the discussion and voting thereon.

Authority delegated to the Director of Development to approve the revised proposal for a 30 metre mast at the Hockley Foundry Site subject to withdrawal of application ROC/663/89 - Single Storey Equipment Building at the Telephone Exchange, Gladstone Road, Hockley.

Para.14 - ROC/3019/89/AD

Note: Councillors C.J.B. Faherty and C.R. Morgan declared a non-pecuniary interest in this item by virtue of acquaintance with the applicant and son's employment respectively but remained in the Meeting and participated in the discussion and voting thereon.

In refusing this application it was

Resolved that the Secretary to the Council be authorised to take all necessary action including the issue and service of Notices and action in the Courts to secure the remedying of the breach of planning control now reported. (SEC)

Planning Services Committee

Para.16 - ROC/3023/89/AD

In refusing this application it was

Resolved that the Secretary to the Council be authorised to take all necessary action including the issue and service of Notices and action in the Courts to secure the remedying of the breach of planning control now reported. (SEC)

Para.19 - ROC/729/89

Note: Councillor Mrs. S.J. Lemon declared a pecuniary interest in this item by virtue of employment and left the Meeting whilst the matter was discussed.

Para.20 - ROC/768/89

Add condition -

6. Notwithstanding the details shown on the submitted drawings no alterations shall be made to the external elevations of the building without the prior written consent of the Local Planning Authority.

Para.21 - ROC/921/89

In refusing this application it was

Resolved that the Secretary to the Council be authorised to take all necessary action including the issue and service of Notices and action in the Courts to secure the remedying of the breach of planning control now reported. (SEC)

Para.S25 - ROC/756/89/1

Informative to be added on the importance of safeguarding the two preserved holly trees.

Para.S27 - ROC/849/89

Amend address to read:

"Dollymans Farm, Doublegate Lane, Rawreth"

In delegating authority to the Director of Development to approve the Committee asked that any permission be limited to a two year temporary consent and personal to the applicants.

Para.S28 - ROC/922/89

Note: Councillors N. Harris and S.H. Silva declared a non-pecuniary interest in this item by virtue of acquaintance with the applicant but remained in the Meeting.

4. EXCLUSION OF THE PUBLIC

Resolved that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the Meeting for the following item of business on the grounds that it involved the likely disclosure of Exempt Information as defined in paragraph 12 of Part I of Schedule 12A of the Act.

000002

5. ROC/626/89 - FAIRVIEW HOMES PLC'S APPEAL - MATCHBOX TOYS SITE, ROCHFORD

Management Team reported in confidence on recent developments regarding the forthcoming Public Inquiry on the application by Fairview Homes PLC for development of the former Matchbox Site. The Committee noted the reasons why the Highway Authority would not be sustaining their previously expressed objections which coupled with the withdrawal of the sewage embargo by Anglia Water removed a significant part of the Planning Authority's case.

It was moved by Councillor J.A. Sheaf and seconded by Councillor W.H. Budge:

"That this Council appear at the Public Inquiry to oppose the development proposals by Fairview Homes PLC in respect of the former Matchbox Site".

Under a Requisition pursuant to Standing Order 14 voting on the amendment was recorded as follows:-

For the Motion (17) Councillors R.A. Amner, C.K. Bellman, W.H. Budge, B.A. Crick, C.J.B. Faherty, T. Fawell, D.F. Flack, I.R. Godfrey, N. Harris, Mrs. M. Hunnable, S.N. Jarvis, C.R. Morgan, J.M. Roden, J.A. Sheaf, S.H. Silva, C. Stephenson and D.A. Weir

Against the Motion (21) Councillors R.S. Allen, P.A. Beckers, C.I. Black, R.H. Boyd, Mrs. R. Brown, Mrs. P. Cooke, Mrs. J. Fawell, J.A. Gibson, Mrs. P. Godsell, Mrs. V. Grigg, M.J. Handford, Mrs. E.M. Hart, D.R. Helson, Mrs. S.J. Lemon, Miss. B.G.J. Lovett, Mrs. E. Marlow, S.A. Skinner, Mrs. L. Walker, P.F.A. Webster, D.C. Wood and C. Wren

The Motion was declared LOST.

The Committee accepted by a margin of 20 votes the recommendations of the Management Team to seek a deferment of the Public Inquiry and agreed in principle to a planning approval for the development substantially based on the current proposals including the access arrangements and that a small Working Party of Members should meet with the developers to agree details for a revised application. For that purpose it was proposed by Councillor J.A. Sheaf and seconded by Councillor W.H. Budge that the Working Party should comprise the Leader of the Council, the Chairman of the Development Services Committee, the Chairman of the Planning Services Committee and Councillors B.A. Crick, J.M. Roden, J.A. Sheaf and D.A. Weir. The Committee also asked that the County Council should be advised of their concern regarding the actions of the Highway Authority in having submitted an objection which they were not now prepared to sustain.

Resolved (1) that the Council formally seek a deferment of the Inquiry.

(2) that the Council agree in principle to a planning approval for this development substantially based upon the current proposals which involve access through Barbara Close and Parklands.

(3) that a Working Party of Members as set out above meet with the developers to agree details for a revised application.

Planning Services Committee

(4) that the Committee's views on the role of the Highway Authority be communicated to the County Council. (4779)(SEC,DD,CE)

Note: During discussion of the above matter it was

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

8

030004
13674

SCHEDULE OF PLANNING APPLICATIONS TO BE CONSIDERED BY

PLANNING SERVICES COMMITTEE 11th JANUARY, 1990

All planning applications are considered against the background of current town and country planning legislation, rules, orders and circulars, and any development, structure and local plans issued or made thereunder. In addition, account is taken of any guidance notes, advice and relevant policies issued by statutory authorities.

Each planning application included in this Schedule and any attached list of applications which have been determined under powers delegated to the Director of Development is filed with all papers including representations received and consultation replies as a single case file.

All building regulation applications are considered against the background of the relevant building regulations and approved documents, the Building Act, 1984, together with all relevant British Standards.

The above documents can be made available for inspection as Committee background papers at the office of the Director of Development, Acacia House, East Street, Rochford.

[Handwritten signature]

000005

PLANNING SERVICES COMMITTEE 11th JANUARY, 1990

INDEX - DEFERRED ITEMS

<u>ITEM NO.</u>		<u>PROPOSAL</u>	<u>CASE OFFICER</u>
D.1	ROC/515/89	Demolish existing dwelling and erect one detached chalet and one bungalow with linked garages. 3, Philbrick Crescent East, Rayleigh.	JAW
D.2	ROC/804/89	Two storey side extension and conversion of chalet to house. Woodside, Bullwood Approach, Hockley.	JW
D.3	ROC/734/89/GD	Outline proposal to erect N.H.S. nursing home to house 24 elderly mentally ill patients. N.H.S. Nursing Home, Betts Lane, Hockley.	JW

000006

PLANNING SERVICES COMMITTEE 11th JANUARY, 1990

INDEX

<u>ITEM NO.</u>	<u>PROPOSAL</u>	<u>CASE OFFICER</u>
4.	ROC/899/89 Extension to existing factory (Phase 2). Ipeco Holdings PLC., Aviation Way, Rochford.	JW
5.	ROC/910/89 Construction of a 37.5m. radio tower with cellular radio aerials and an adjacent radio equipment building. Foundry Industrial Estate, Spa Road, Hockley.	JAW
6.	ROC/903/89 Outline application to erect detached dwelling and garage. Rear of 40/42, Mornington Avenue, Rochford.	LG
7.	ROC/928/89 Revised application to include rear extensions to three proposed dwellings as approved under ROC/555/89. 35, White Hart Lane, Hockley.	HL
8.	ROC/939/89 Outline application to erect two dwellings with private drive access. Adj. 50, Crown Hill, Rayleigh.	HL
9.	ROC/909/89 Outline application to erect two 3-bed houses. Rear of 10, Eastcheap, Rayleigh.	NACB
10.	ROC/916/89/OC Relocatable classrooms. Glebe County Junior School, Creswick Avenue, Rayleigh.	HL
11.	ROC/430/89 Convert shop to residential dwelling. Demolish existing kitchen and add two storey extension. 84, High Street, Great Wakering.	JW
12.	ROC/581/89/DP Use of land as informal public open space, layout of children's play area and construct horse riding trail. Land North of Magnolia Road, Hawkwell.	NACB
13.	ROC/728/89 Front, side and rear dormers with balcony at rear. Glebelands, Ironwell Lane, Hockley.	MDS
14.	ROC/3019/89/AD Retention of existing mural on north side of premises. 13, London Road, Rayleigh (Youngs Unisex Hair Salon).	NACB
15.	ROC/825/89 Change of use of first floor flat from residential to video shop and provision of additional car parking to the rear. 6C, Eastwood Road, Rayleigh.	JW
16.	ROC/3023/89/AD Non-illuminated advertising board. Land East of A130 and South of Rawreth Lane, Rayleigh.	NACB
17.	ROC/3014/89/AD Non-illuminated advertisement hoarding. Entrance to Rawreth Industrial Estate, Rayleigh.	NACB

000007

- | | | | |
|-----|------------|--|-----|
| 18. | ROC/900/89 | Single storey side extension.
17, Brook Close, Rochford. | JW |
| 19. | ROC/729/89 | Variation of building and elevational treatment
and of Condition 7 imposed on application
ROC/987/88 to use the second floor storage area
for general office purposes.
15-17, High Street, Rayleigh. | JAW |
| 20. | ROC/768/89 | Change of use from office, warehouse, store (B1) to
Offices (A2).
1, Websters Way, Rayleigh. | JAW |
| 21. | ROC/921/89 | Change of use to cafe.
277, Ashington Road, Ashington | LG |

00000088



PLANNING SERVICES COMMITTEE

DEFERRED APPLICATIONS

Any update reports that cannot be produced at the same time as the Schedule of Applications will, with the Chairman's permission, be circulated independently or reported verbally.

D.1 ROC/515/89 RAYLEIGH

3, PHILBRICK CRESCENT EAST, RAYLEIGH

DEMOLISH EXISTING DWELLING AND ERECT ONE DETACHED CHALET AND ONE BUNGALOW WITH LINKED GARAGES.

DEFERRED REPORT:

This application was deferred to enable negotiations with the applicant for a pair of semi-detached dwellings on the site. The applicants reponse is still awaited.

APPROVAL:

1. Std. Cond. 4 - Commence in five years.
2. Std. Cond. 53 - Materials to be used externally.
3. Std. Cond. 25 - Garage provision - prior to occupation.
4. Std. Cond. 57 - Landscaping scheme - implementation.
5. Std. Cond. 68 - 1.8m. high fencing to be provided.
6. Std. Cond. 98 - Removal of buildings.
7. Std. Cond. 101 - Obscure glazing to specified windows.

REPORT:

The application site at present is overgrown with a semi-derelict dwelling set towards the rear of the site. Development has taken place in the past around the site, leaving the existing dwelling on a building line out of step with the properties in the street.

The proposal is to demolish the existing dwelling and redevelop the site with a chalet and bungalow which, in street scene terms, is an appropriate form given the two storey maisonettes on one side and the bungalows on the other.

An earlier outline application ROC/649/87 for two detached houses gave rise to objections from three neighbours, but was withdrawn in favour of the present form of development.

The proposal is considered to be an appropriate form of development for the site and complies with the normal requirements for infill development except that due to the irregular shape of the site its width at the back edge of pavement is 17.60m. whereas at the front building line it is 18.12m. and at the rear of the dwelling 18.73m. Notwithstanding this, overall the development is considered appropriate.

At the response of an enquiry the County Planner (Specialist Adviser) has looked at the existing building and comments that it is circa 1910/1920 and is of no historic or architectural interest.

Consultations:

Rayleigh Civic Society raise no objection and would like the landscaping indicated on the plan implemented.

A neighbour at 1A, Creswick Avenue objects on grounds of - site frontage, overdevelopment, loss of privacy and light to flank windows, loss of trees, the northern boundary in part is shown incorrectly (this has since been corrected).

D.2

ROC/804/89 HOCKLEY

WOODSIDE, BULLWOOD APPROACH, HOCKLEY

TWO STOREY SIDE EXTENSION AND CONVERSION OF CHALET TO HOUSE.

DEFERRED REPORT:

Deferred at the request of the applicant.

REFUSAL:

1. The overall mass produced by the proposed conversion to a house incorporating a two storey side extension and two storey twin gabled feature and the additional height thereby gained to this modest gable fronted chalet would be unduly dominant and could not fail to overpower and intrude into the outlook and amenities of the occupiers of the neighbouring dwellings while also causing overlooking and loss of privacy.

2. The property, if extended, will be out of sympathy with the scale and character of the existing development on the east side of the road and as a result the building would appear unduly dominant in the street scene.
3. The plot is considered to be of inadequate size to satisfactorily accommodate a 5-bed dwelling and will produce a cramped appearance within the site and street scene. Furthermore, there is inadequate private zone garden area. The minimum standard required within the policy provisions of the Rochford District Local Plan is 100sq.m.

REPORT:

The applicants are seeking to provide a 5-bed dwelling by extending and converting a chalet into a substantial house featuring twin gabled side elevations. There is a bungalow on one side (Treetops) with a modest pair of semi-detached houses on the other (Santis and Lapad). The occupier of Santis has submitted written representations supporting the stated reasons for refusal.

The stated recommendation is made notwithstanding a recent permission to convert a bungalow to a house at Greenhays, Bullwood Approach (ROC/632/88) where the site planning considerations are materially different from the present proposal, details and site.

D.3 ROC/734/89/GD HOCKLEY

N.H.S. NURSING HOME, BETTS LANE, HOCKLEY

CONSULTATION VIA SOUTHEND HEALTH AUTHORITY UNDER DEPARTMENT OF THE ENVIRONMENT CIRCULAR 18/84 FOR AN OUTLINE PROPOSAL TO ERECT N.H.S. NURSING HOME TO HOUSE 24 ELDERLY MENTALLY ILL PATIENTS.

Hockley Parish Council Comments:

- "1. The access should not be via Betts Lane because of the difficult access on a bend to the B1013 where visibility is poor. Access should be via Hever Close with bollards in Betts Lane to prevent a through route being created from Hever Close to the B1013.
2. There should be adequate on site parking for staff and visitors as there is already a severe parking problem on the narrow estate roads.

3. The main estate roads should have gritting facilities.
4. The Council welcome a well planned facility of this nature. "

RECOMMENDATION: Members' views are sought on this proposal which is essentially a residential project with indicative plans showing a single storey scheme complying with car parking and amenity space standards. Members will note that the County Surveyor raises no objection in principle and that the proposal was submitted prior to the sewerage embargo being imposed.

REPORT:

The Southend Health Authority are seeking the views of the District Council as Local Planning Authority on the principle of providing a nursing home on this site.

If the home is provided it will house 24 elderly, mentally ill patients from Runwell Hospital. It is the Health Authority's view that this will provide the occupants with "excellent surroundings living in the community."

The submitted plan of the building is only provisional as final agreement has not been reached on a specific plan for the site. The building presently shown on the plan will be reduced in size as many of the room sizes indicated are in excess of actual requirements.

The County Surveyor is not satisfied with the current proposal for the following reason :-

"Betts Lane, owing to its narrow width, which does not allow two vehicles to pass along its length, is considered inadequate to serve as access to this development. This could result in vehicles waiting within the highway at the access whilst allowing another vehicle to enter the highway, creating further conditions of danger and obstruction to highway users, to the detriment of highway safety."

The Highway Authority do, however, accept that the above could be overcome if the applicant was able to gain control of Betts Lane in order to provide the following improvements :-

- "1. The existing junction of Betts Lane with Main Road should be remodelled to provide an access width of 5.5m. for at least the first 10m. within the site, and splayed to a suitably altered dropped kerb crossing at the carriageway edge.

2. The access should be suitably surfaced at its junction with Main Road to distinguish it from the existing adjacent access.

3. The access should be provided with a 2.4m. x 70m. visibility splay to the east, which will require the hedge along the highway boundary to be suitably trimmed back."

A previous outline application (ROC/959/88) for three houses, a bungalow and garages served by private drive was amended and conditioned to overcome a similar objection. This was positively considered by Members of the Planning Services Committee on 19th October, 1989. The Health Authority have indicated that they are willing to provide a proper access road in accordance with the Essex County Council's requirements.

Representations have been received from the occupiers of seven neighbouring properties, together with two letters from the Hockley Ratepayers Association against the proposal. One letter has been received from a neighbouring occupier supporting the application. The material planning objections of those opposed to the scheme are summarised below :-

- overdevelopment of the site;
- overshadowing of adjoining properties;
- inadequate parking and servicing provision within site;
- increased traffic causing congestion on Main Road;
- danger to pedestrian and highway safety via narrow, poorly lit access;
- inappropriate use within residential area and would be better located at Rochford Hospital;
- inadequate open amenity space;
- noise and disturbance via increased traffic to site;
- precedent for refusal on highway grounds set by previous refusal at 1 and 2, Betts Lane (ROC/592/89) to change use of dwelling to physiotherapy clinic.

The Hockley Ratepapers comment as follows :-

"The Committee are opposed to the development of the site off Betts Lane, Hockley as proposed by the Southend Health Authority. Whilst they understand the need to help those who are mentally disturbed, they consider this suggested Nursing Home is too close to an area where there are many young children who could be frightened by the actions or appearance of the patients should they be seen in the area, mainly because they would not understand.

The Committee consider the proposed building to be an overdevelopment of the site in conjunction with another proposal to redevelop the opposite site at present occupied by two bungalows.

The amount of traffic being generated by these proposals entering and leaving Betts Lane would cause serious congestion on Main Road, Hockley, which a recent traffic survey has shown this road to be severely overloaded.

There are insufficient parking places allowed for the proposed development. No staffing accommodation is shown on the draft plan. The building is too near residential property, many of which are in Closes, many have very small gardens which does not permit much separation between properties.

There is very little space provided for amenity use outside the proposed building nor for landscaping.

In all the Committee are of the opinion that this development would be far better in a more open aspect and not as at present proposed.

The Committee also note that Anglian Water Authority are very concerned that the development taking place throughout the district is causing overloading of the sewerage and water supply system and have voiced this concern to the District Council."

They also note the number of objections being raised by residents. They request that a site visit be arranged between the Planning Authority, Southend Health Authority and the Hockley Ratepayers Association to discuss the implications of such a development and its effect on the surrounding area and residents.

The one letter supporting the application from Mr. Sinden of 8, Buckingham Road is re-produced below as it balances, summarises and covers many of the foregoing points and is self-explanatory:-

"Prior to your letter of 13th September regarding the planning application submitted by the Southend Health Authority, in respect of a site in Betts Lane, I received from the Health Authority a letter and plan advising me of their intention.

I have had the opportunity of studying these proposals and also discussing them with Mr. Jack, Development and Projects Manager. When earlier applications were submitted, I wrote confirming my preference that single storey provision be made, perhaps for the elderly, rather than the development of a number of two storey detached houses. I also stressed the necessity for minimising the volume of traffic passing down Betts Lane, together with my preference that the area, when developed, be enclosed by a brick wall for a variety of reasons.

I feel reassured that the application submitted by the Health Authority meets all of my earlier objections and would want to convey my wholehearted support. I believe that this opportunity offers the District Council in Rochford generally, and the residents of Hockley specifically, the opportunity to demonstrate their support for the concept of care in the community."

PLANNING SERVICES COMMITTEE

11th JANUARY, 1990

SCHEDULE OF DEVELOPMENT APPLICATIONS, WITH DIRECTOR'S
RECOMMENDATIONS, FOR DETERMINATION AT THIS COMMITTEE

4. ROC/899/89 ROCHFORD

IPECO, AVIATION WAY, ROCHFORD

EXTENSION TO EXISTING FACTORY (PHASE 2)

Applicant: Ipeco Holdings PLC.

Zoning: Existing Area Primarily for Industrial Use;

Floor Area: 1332 sq.m.

Rochford Parish Council raise no objections.

APPROVAL:

1. Std. Cond. 4 - Commence in five years.
2. Std. Cond. 54 - Materials to match existing.
3. Std. Cond. 56 - Landscaping scheme - details/
implementation.
4. Std. Cond. 22 - Car parking delineated.
5. Std. Cond. 23 - Parking area - provision and retention.

REPORT:

The applicants are seeking to extend an existing building used for the upholstery and repair of aircraft seats manufactured by Ipeco on adjoining land. This will enable the applicants to expand this part of their operations.

The Civil Aviation Authority have no safeguarding objections to the proposal and Anglian Water (N.R.A.) do not object subject to specific details which will be included on the decision notice as informatives.

5.

ROC/910/89 HOCKLEY

FOUNDRY INDUSTRIAL ESTATE, SPA ROAD, HOCKLEY

CONSTRUCTION OF A 37.5m. RADIO TOWER WITH CELLULAR RADIO AERIALS AND AN ADJACENT RADIO EQUIPMENT BUILDING.

Applicant: Telecom Securicor Cellular Radio Ltd.

Zoning: Industrial Use.

Hockley Parish Council - object on the basis of excessive height recalling the Committee's refusal of a 40ft. high gantry crane on the industrial estate. They also note it is two and a half times the height of the previously proposed tower.

APPROVAL:

Std. Cond. 4 - Commence in five years.

REPORT:

Members will be familiar with the wish of the applicant to seek a cellular radio installation in Hockley. To recap briefly, the applicants proposals originally centred on the Gladstone Road Telephone Exchange with an application for a 30m. tower/antenna and equipment building being refused by the Committee. The applicants then proposed to implement permitted development rights for a 15m. tower/antenna installation and seek planning permission for the equipment building only. At this stage, representatives of the applicant accepted an invitation to attend a Development Services Committee to explain the nature of their scheme. Furthermore, the applicants agreed to meet with a panel of Members from Development Services Committee to consider other sites that Members thought were more appropriate locations for the tower/antenna and equipment building.

The foundry site was suggested to the applicants by the Panel having regard to its industrial estate location with commercial uses and buildings nearby, close to a tall building, on lower ground than Gladstone Road and backing onto the railway line. This site proved to be the only available practicable alternative to the Gladstone Road site and the applicants have negotiated with the landowners but made it clear to the Panel that an installation here would require a 37.5m. tower.

The lodging of the application was reported to the Committee in November (Minute 595) when authority was delegated to the Director of Development to approve, in which event Members noted the existing application for the equipment building at Gladstone Road would be withdrawn. Given the objections raised by

petition, individual letters and the Parish Council, and the latter's request for a site meeting, the Director reported back to the December meeting when it was resolved that the same Panel of Members met the Parish Council representatives on site with the applicants to discuss the proposals.

At the time of drafting this report, the meeting is being arranged in the period leading up to the January meeting and the application is brought before the Committee for determination.

The petition objecting to the radio mast is signed by 102 signatories, residents living mainly in Elmwood Court, Plumberow Avenue, Greensward Lane, Selbourne Road, Mount Crescent, Station Road, Meadow Way.

There are 13 individual letters of objection, mainly on grounds of :-

- visual intrusion of high mast;
- possible television interference;
- unacceptable here in the same way as it is in Gladstone Road;
- in the midst of a residential area comprising a high proportion of bungalows;
- wind noise from the structure.

The Head of Environmental Services raises no adverse comments.

Conclusion:

Undoubtedly, any such mast either here or at Gladstone Road is going to be seen from differing vantage points and, generally speaking, the higher the mast, the more noticeable it will be, but this has to be considered against the applicants permitted development rights. Furthermore, almost inevitably any site is going to generate local objections but it was the Panel's view that this site is less visually sensitive, as outline above, than the Gladstone Road site and the recommendation is made accordingly.

6. ROC/903/89 ROCHFORD

REAR OF 40-42, MORNINGTON AVENUE, ROCHFORD

OUTLINE APPLICATION TO ERECT DETACHED DWELLING AND GARAGE.

Applicant: M. Packer.

Zoning: Residential.

Parish Council - object to backland and tandem development and inadequate parking area within the site, adding more pressure to existing parking problems.

REFUSAL:

The proposed development is contrary to Policy H12 of the Rochford District Local Plan in that it would result in a "tandem" form of development with one dwelling directly facing the rear of another, creating an unacceptable form of backland development. The Local Planning Authority consider that the resultant development would give rise to increased noise, disturbance and general activity, to the detriment of the amenities of adjoining residents. Furthermore, the means of access to the site is inadequate and unsatisfactory in both technical specifications and layout.

REPORT:

The proposal would result in backland development which does not satisfy the requirements of Policy H12 of the Rochford District Local Plan.

In response to neighbour consultations, four letters have been received objecting to overlooking and loss of privacy.

7. ROC/928/89 HOCKLEY

35, WHITE HART LANE, HOCKLEY

REVISED APPLICATION TO INCLUDE REAR EXTENSIONS TO THREE PROPOSED DWELLINGS AS APPROVED UNDER ROC/555/89.

Applicant: Knollcray Ltd.

Zoning: Residential.

RECOMMENDATION: Delegate to the Director of Development to approve subject to submission of necessary application particulars and appropriate conditions.

1. Std. Cond. 4 - Commence in five years.
2. Std. Cond. 54 - Materials to match existing.
3. Std. Cond. 76 - Permitted development restrictions - balconies.

REPORT:

This proposal involves single storey rear extensions to the three dwellings approved under ROC/555/89. No representations have been received in response to consultations.

8. ROC/939/89 RAYLEIGH

ADJ. 50, CROWN HILL, RAYLEIGH

OUTLINE APPLICATION TO ERECT TWO DWELLINGS WITH PRIVATE DRIVE ACCESS.

Applicant: Mr. Osler.

Zoning: Residential.

Frontage: 12.2m.

Depth: 54m.

REFUSAL:

The proposal is contrary to the Local Plan Policy H12, in that it would result in an unacceptable form of backland development, detrimental to the amenities enjoyed by neighbouring residents, in particular, the privacy of 2A, Castle Drive at the rear.

Furthermore, the proposal would create an additional and unnecessary access at a point where visibility is severely restricted, resulting in an unacceptable degree of hazard to all road users.

REPORT:

There have been three neighbour objections to this backland proposal, and the County Surveyor recommends refusal due to the additional hazard created by the two proposed accesses.

9. ROC/909/89 RAYLEIGH

REAR OF 10, EASTCHEAP, RAYLEIGH

OUTLINE APPLICATION TO ERECT TWO 3-BED HOUSES.

Applicant: Mr. D. Ludlow.

Zoning: Residential.
Frontage: 7.9m. and 7.6m.
Depth: 38m.

REFUSAL:

1. Both plots are of a width unacceptable to the Local Planning Authority for the detached dwellings suggested and would result in an overdevelopment of the site, giving rise to a cramped appearance incompatible with, and proving detrimental to the existing street scene of Willow Close. The adopted design policies of the Local Planning Authority under Policy H.9 of the Rockford District Local Plan states with regard to infill housing developments that the minimum site frontage for detached dwellings shall ordinarily be 9.15m.
2. In the opinion of the Local Planning Authority, the proposed access and parking arrangement would result in undesirable and difficult vehicle movements directly across the two plots proving detrimental to the amenity afforded to the dwellings proposed and that to Willow Close more generally. Furthermore, the degree of hardsurfacing to the front curtilage proposed in order to accommodate the access and parking would be out of character with the existing composition of development in the locality, proving visually detrimental to the street scene existing in Willow Close.
3. In the opinion of the Local Planning Authority, the provision of housing in the manner suggested would amount to overdevelopment of the site, giving rise to overlooking and loss of privacy arising from the first floor element of the buildings proposed to the detriment to the amenities enjoyed by residents backing onto the site, particularly those in bungalows. Furthermore, such housing, if approved, would fail to respect the existing scale and form of the larger composition of the area of which the development would then form part.

REPORT:

Outline planning permission is sought to provide two detached 3-bed houses on land currently forming part of the rear garden to 10, Eastcheap. Part of the site frontage is directly onto Willow Close, although there is some confusion as to whether there exists a small ransom strip along this frontage, across which would have to be the necessary access to the site.

000021

The submitted plan shows details of the internal layout of the dwelling and their siting, although the applicant only requires the means of access to be considered at this outline stage. Both plots comply with Council Policy on private garden space, but lack sufficient width for detached dwellings as proposed. However, the site width would be acceptable for a pair of semi-detached dwellings.

The proposed access would appear to take the form of a private drive leading off the existing and adopted turning head, crossing the first plot to serve the second indirectly. Two parking spaces per dwelling are shown, but no realistic garage provision is possible. The consequence of such access and parking layout would be to create a significant proportion of the site frontage in a hard surface in contrast with existing development in the locality.

10. ROC/916/89/CC RAYLEIGH

GLEBE COUNTY JUNIOR SCHOOL, CRESWICK AVENUE, RAYLEIGH

Relocatable classrooms.

Applicant: The County Planner.

Zoning: Primary School.

RECOMMENDATION: That the County Planner be advised that the Local Planning Authority has no objections to the proposal.

REPORT:

This proposal provides two additional relocatable classrooms close to the existing school.

There has been no response to consultations.

11. ROC/430/89 GREAT WAKERING

84, HIGH STREET, GREAT WAKERING

CONVERT SHOP TO RESIDENTIAL DWELLING. DEMOLISH EXISTING KITCHEN AND ADD TWO STOREY EXTENSION.

Applicant: Mr. T.G. Wiggins.

Zoning: Conservation Area; Residential.

APPROVAL:

1. Std. Cond. 4 - Commence in five years.
2. Std. Cond. 54 - Materials to match existing.
Furthermore, the wood cladding shall consist of feather edge boarding, the front of the building partly rendered, the roofs natural slate and windows painted timber to match existing.
3. Space should be provided within the site to accommodate the parking and turning of all vehicles regularly visiting the site, clear of the highway and properly laid out and paved as may be agreed with the Local Planning Authority after consultation with the County Highway Authority and such space should be maintained thereafter free of any impediment to its designated use. Furthermore, the parking spaces and shared access arrangement shall be carried out in accordance with the details shown on the revised plan dated 23rd November, 1989 and provided prior to the occupation of the dwelling and thereafter retained in that condition.
4. Std. Cond. 66 - Details of screening.
5. Std. Cond. 80 - Permitted development restrictions - granny flats.
6. Std. Cond. 95 - Development as per specified plan.

REPORT:

The applicants are seeking to incorporate a redundant ground floor shop unit to create a 1-bed residential unit, together with a rear extension and the existing first floor last used as a bedroom in connection with No. 86 adjacent via a connecting door.

The County Planner expressed concern at the initial scheme which has been revised to an acceptable form.

No objections have been raised.

12. ROC/581/89/DP HAWKWELL

LAND NORTH OF MAGNOLIA ROAD, HAWKWELL

USE OF LAND AS INFORMAL PUBLIC OPEN SPACE, LAYOUT OF CHILDREN'S PLAY AREA AND CONSTRUCT HORSE RIDING TRAIL.

Applicant: Rochford District Council.

Zoning: Public Open Space.

RECOMMENDATION: The Leisure Services Committee be advised that (i) there are no objections subject to the retention of as many trees/hedgerows as possible and (ii) the following comments from consultees/neighbours be noted.

Std. Cond. 4 - Commence within five years.

REPORT:

As Members will be aware, this and other sites throughout the district have been identified for such uses in the Rochford District Local Plan. This present proposal has been the subject of extensive neighbour notification and the summary of comments are indicated below.

Other organisations have also been consulted and their comments are as follows :-

County Planner - no objections.

Anglian Water - no comments.

Essex Bridleways Association - refers to the proximity of footpath No. 7 along the site's northern boundary; would ask that the Authority considers dedicating the "horse riding trail" as a public bridleway if adjoining roads are found not to offer alternative links with the public footpath.

Essex Naturalists Trust - welcomes wildlife area and would be pleased to assist with any further comments/discussions; refers to various wildlife interests and need to protect these.

Eastern Council for Sport and Recreation - strongly supports application particularly for off-road horse riding routes; refers to possibility of considering more formal recreation facilities e.g. goal posts, in the long term; recommends British Horse Society are consulted for their advice on construction of horse trails.

Objections have been received from Crowstone Properties Limited who own part of the site. The Company have asked for it to be made clear that they are not, at present, pressing for residential approval on the north east corner quadrant of their land but merely wish that this portion should be excluded from the present application. The balance of land in their ownership could then be the subject to negotiations regarding a possible lease.

Five letters have been received from neighbours and interested members of the public referring to :-

- the need for this area to be used for horse and carriage purposes as well as just horse riding;

- access should be available onto Lincoln and Magnolia Roads;
- the noise and disturbance from children and youths at night, particularly on motor-bikes, should be controlled;
- the small alleyway between 27 and 29, Rectory Avenue should not be used as an access to the site;
- existing play area and bridle/scramble track should not be extended any closer to Rectory Avenue;
- suggest a warden is employed;
- trees should be retained to secure privacy from horse riding track.

13.

ROC/728/89 HAWKWELL

GLEBELANDS, IRONWELL LANE, HOCKLEY

FRONT, SIDE AND REAR DORMERS WITH BALCONY AT REAR.

Applicant: Mr. R. Copeman.

Zoning: M.G.B.

APPROVAL:

1. Std. Cond. 4 - Commence in five years.
2. Std. Cond. 54 - Materials to match existing.

REPORT:

Planning permission is sought to provide rooms in the roof to an existing bungalow originally approved in 1949 with an agricultural occupancy condition. The bungalow is associated with the nursery on site which is the applicant's business. This proposal is of good scale and design with no perceived adverse consequence for neighbours. A previous extension (ROC/886/76) approved a good sized garage to compliment the two parking spaces on site and, in addition, extended the ground floor by 44sq.m. of habitable floorspace. The current proposal, whilst not adding to the ground floor, the floorspace brought into habitable use taken together with previous extensions, would total some 89sq.m.

In other circumstances, the amount of floorspace, together with the principle of first floor development, would conflict with Policy FB6 of the Local Plan. However, the agricultural context of the proposal is considered to amount to a reasonable exception to the Green Belt policy, as provided for within the policy parameters.

14. ROC/3019/89/AD RAYLEIGH

13, LONDON ROAD, RAYLEIGH (YOUNGS UNISEX HAIR SALON)

RETENTION OF EXISTING MURAL ON NORTH SIDE OF PREMISES.

Applicant: Youngs Unisex Hair Salon.

Zoning: Residential.

RECOMMENDATION: Delegate to the Director of Development to refuse once the application details are considered to be fully valid and authorise the Secretary to the Council to take all appropriate enforcement action, including the issue and service of notices and action in the Courts to secure the remedying of the breach of advertisement control now reported.

The sign is considered to be detrimental to visual amenity by virtue of its excessive size, garish colouring and unduly obtrusive features out of keeping with the area as a whole.

REPORT:

Members will recall authorising enforcement action to be taken against a mural painting on this site at the Planning Services Committee meeting on 7th September, 1989.

Since that time the actual area of the sign or painting has been reduced significantly, although the main lettering and figure have remained intact. In view of these factors, the sign has had to be considered anew and fresh authorisation sought for enforcement action.

Two letters have been received from residents in the area - one in support and one objecting to the painting. The latter states that there was no graffiti on the wall prior to the mural being painted, although the applicant has reported to the contrary.

15.

ROC/825/89 RAYLEIGH

6C, EASTWOOD ROAD, RAYLEIGH

CHANGE OF USE OF FIRST FLOOR FLAT FROM RESIDENTIAL TO VIDEO SHOP
AND PROVISION OF ADDITIONAL CAR PARKING TO THE REAR.

Applicant: Mr. Childs.

Zoning: Town Centre; Conservation Area;
Secondary Shopping.

REFUSAL:

The Local Planning Authority considers that the proposal is contrary to Local Plan Policy H.14 in that it would result in the loss of residential accommodation and insufficient evidence has been produced demonstrating the need for the change of use to video shop sufficient to justify overriding the presumption against the loss of residential accommodation embodied within the policy. Furthermore, it is considered the access to the rear of the proposed shop is poorly located in relationship to the main Eastwood Road shopping parade and there is a potential for noise and disturbance to neighbouring residential occupiers.

REPORT:

The applicants are seeking to convert a first floor flat over a butcher's shop to video outlet and is unacceptable for the stated reasons, a view supported by the Rayleigh Civic Society notwithstanding the Secondary Shopping designation of the site within the Rochford District Local Plan (Town Centre Inset - Map C).

The applicants have submitted a letter in support of their application, explaining that access to the proposed shop via the existing butcher's shop is not desirable on public health and safety grounds. Furthermore, the proposed access would be via a public footpath which runs along the side of the premises leading to Castle Road car park and is appropriately located in view of this.

16.

ROC/3023/89/AD RAYLEIGH

LAND EAST OF A130 AND SOUTH OF RAWRETH LANE, RAYLEIGH

NON-ILLUMINATED ADVERTISING BOARD.

Applicant: Conrad Phoenix Properties Ltd.

Zoning: M.G.B.

RECOMMENDATION: Refusal, and the Secretary to the Council be authorised to take all necessary action, including the issue of notices and action in the Courts to secure the remedying of the breach of planning control now reported.

The Local Planning Authority considers that, by reason of its considerable size and prominent siting within an open area of countryside, the sign would appear as an unduly intrusive feature and therefore its display would be detrimental to amenity.

REPORT:

The sign has already been erected alongside the A130.

Its purpose is to attract attention to land within the extension to the Rawreth Lane Industrial Estate and, whilst it is appreciated that advertising on the industrial estate itself may well be ineffective, the appearance of the area has to be safeguarded.

The following item relates to the same estate.

17.

ROC/3014/89/AD RAYLEIGH

ENTRANCE TO RAWRETH INDUSTRIAL ESTATE, RAYLEIGH

NON-ILLUMINATED ADVERTISEMENT HOARDING.

Applicant: Bailey Cox & Edwards.

Zoning: M.G.B.

APPROVAL:

1. Std. Cond. AC1 - Advertisements - standard conditions.
2. The signboard shall be positioned clear of a 4.5m. x 120m. visibility splay to the east of the junction with Rawreth Lane as indicated on the plan returned herewith and clear of the limits of the public highway.
3. The sign hereby permitted shall be removed on or before the expiry of two years commencing with the date of this notice.

REPORT:

(See preceding item also).

The above recommendation is made on balance following the granting of consent for a permanent sign (ROC/3024/88/AD) nearby after reluctance to accept that sign in a position similar to the current proposal. However, in this particular case, the sign will be of a temporary nature, smaller in area and intended purely to sell the units on the proposed extension to the industrial estate.

Both this and the preceding item would normally be "delegated item" but, in view of the possible enforcement action, it was felt that the Committee may wish to consider both items together.

18. ROC/900/89 ROCHFORD

17, BROOK CLOSE, ROCHFORD

SINGLE STOREY SIDE EXTENSION.

Applicant: Mr. & Mrs. C. Rattan.

Zoning: Residential.

Rochford Parish Council - object on the grounds that the proposal represents an overdevelopment of the site.

APPROVAL:

1. Std. Cond. 4 - Commence in five years.
2. Std. Cond. 54 - Materials to match existing.

REPORT:

Planning permission was granted to use the premises as a residential care home on 16th October, 1987 (ROC/668/87). A subsequent application to extend the building was granted on 1st August, 1989 (ROC/279/89). The present proposal is for a small addition to the above to achieve more substantial kitchen, store and treatment rooms.

19.

ROC/729/89 RAYLEIGH

15-17, HIGH STREET, RAYLEIGH

VARIATION OF BUILDING AND ELEVATIONAL TREATMENT AND OF CONDITION 7 IMPOSED ON APPLICATION ROC/987/88 TO USE THE SECOND FLOOR STORAGE AREA FOR GENERAL OFFICE PURPOSES.

Applicant: Burley Developments.

Zoning: Town Centre; Secondary Shopping Area; Within Rayleigh Conservation Area and 15/17, High Street is a Listed Building.

APPROVAL:

1. Std. Cond. 95 - Development as per specified plan.
2. Std. Cond. 53 - Materials to be used externally.
3. The use hereby permitted on the 2nd floor shall be an A2 or B1(a) office use only and the floorspace shall not be used for any other use within Class B1 Business, notwithstanding the provisions of the Town and Country Planning (Use Classes) Order, 1987 or any related legislation. Furthermore, the remainder of the premises shall be used for the purposes as detailed in Condition 7 imposed on ROC/987/88.

REPORT:

Members may recall in January, 1989 considering favourably the scheme to erect a three storey building, including doctors surgery, to the rear of 15-17, High Street, Rayleigh. Members will no doubt also be aware the building is now in the course of construction.

The application is seeking a relaxation of a condition imposed on the original consent to enable the second floor to be used for office purposes rather than storage as originally envisaged.

The condition was imposed to control the uses throughout the building given the shortfall in on-site car parking provisions, a matter the subject of a County Surveyor direction at that time.

For this change of use now proposed, car parking remains the central issue.

To re-cap, the car parking demands of the approved scheme, excluding the two retail outlets, was in the region of 26 spaces, whilst the development provided eight spaces on site, including one for disabled patients. In granting permission at the time, the Committee were mindful that the County Surveyor did not object, the Economic Development Panels criticism had been acted upon and the Panel was prepared to support a relaxation in the provision in an attempt to resolve the doctors relocation problems in recognition of the site's town centre location, nearby public car parks and given the arrangements for disabled patients.

The variation in use now proposed generates a need for six car parking spaces but, given the context of the earlier application and that the County Surveyor again raises no objection, it would prove difficult to resist this change of use proposal on the issue of car parking provision.

The changes in elevational treatment essentially revolve around the need for greater natural light to the proposed office accommodation in the second floor roofspace and these are considered satisfactory.

The County Planner (Specialist Advice) suggests conditional permission and the County Surveyor recommends a condition on any consent issued that parking facilities to the Local Planning Authority requirements be provided whilst he notes that further car parking facilities cannot be provided on site.

20.

ROC/768/89 RAYLEIGH

1, WEBSTERS WAY, RAYLEIGH

CHANGE OF USE FROM OFFICE, WAREHOUSE, STORE (B1) TO OFFICES (A2).

Applicant: H. Dowling & Son.

Zoning: Offices.

APPROVAL:

1. Std. Cond. 4 - Commence in five years.
2. The 13 car parking spaces indicated on the submitted plan shall be available for use prior to the commencement of the office use hereby permitted. Furthermore, the car parking spaces shall be retained for this purpose unless other arrangements are first agreed in writing by the Local Planning Authority.

3. The proposed access on the eastern side of Websters Way should be constructed 5.5m. wide and splayed to a suitable dropped kerb crossing.
4. The existing accesses on the eastern side of Websters Way should be permanently closed to the satisfaction of the Local Planning Authority.
5. Space should be provided within the site to accommodate the parking and turning of all vehicles regularly visiting the site, clear of the highway and properly laid out and paved as may be agreed with the Local Planning Authority after consultation with the County Highway Authority and such space should be maintained thereafter free of any impediment to its designated use.

REPORT:

The proposal involves the change of use of the office, workshop, store (H. Dowling & Sons Builders) to offices (approximately 580m.) Parking standards produce a liability for 19 spaces but only 13 are possible within the site. Sight line improvements proposed for Websters Way require part of the car parking area of the site. However, negotiations are in hand with the County Council for replacement car parking space on adjacent land.

Given the town centre location, adjacent public car parks, office zoning, existing use rights for industrial purposes and permissions granted on other sites where a similar shortfall in car parking provision was involved, the recommendation is for approval.

The County Planner (Specialist Advice) raises no comment, whilst the County Surveyor recommends conditions 3, 4 and 5 be imposed on any consent granted. The Rayleigh Civic Society has no objection to the change of use but are concerned regarding car parking and would prefer space to the standard in full, also a condition that the car parking space on the opposite side of Websters Way be provided in connection with this proposal (condition 2 refers).

21. ROC/921/89 HAWKWELL

277, ASHINGDON ROAD, ASHINGDON

CHANGE OF USE TO CAFE.

Applicant: Mr. J.B. Goodchild.

Zoning: Residential.



RECOMMENDATION: Refusal, and authority for the Secretary to the Council to take all necessary action to serve the cessation of the unauthorised use.

1. The application site is outside the Local Neighbourhood Shopping Area identified on the Rochford District Local Plan, and the use of the premises as a cafe would be likely to give rise to increased noise and disturbance to the adjoining residential properties, contrary to Policy SAT4 of the Rochford District Local Plan.
2. No provision is included in the proposals for the satisfactory parking and turning of both cars and delivery vehicles, clear of the highway. The lack of such provision would result in vehicles being left within the highway, in close proximity to both a signal-controlled pedestrian crossing and a busy road junction, to the detriment of highway safety.

REPORT:

Use of the ground floor of the premises as a cafe has already commenced without the benefit of planning permission and this application seeks to regularise the situation.

The premises have previously been used as a shop on ground floor and, although outside the Local Neighbourhood Shopping Area identified on the Rochford District Local Plan, has satisfied a local need, on the fringe of the local shopping area. The use as a cafe, in such close proximity to existing dwellings would be likely to give rise to increased activity, noise and disturbance, to the detriment thereof and contrary to Policy SAT4 of the Rochford District Local Plan.

Furthermore, the County Surveyor has recommended that permission be refused for the reason set out at 2 above.

In response to consultations, two replies have been received objecting to the proposal for the following reasons :-

- development out of place in a residential area;
- nuisance from smell;
- parking problems;
- traffic congestion.

If Members accept the above recommendation, it is suggested that the Secretary to the Council be authorised to take all necessary action, including the issue of notices and action in the Courts, to secure the remedying of the breach of planning control.

SCHEDULE OF PLANNING APPLICATIONS TO BE CONSIDERED BY

PLANNING SERVICES COMMITTEE 11th JANUARY, 1990

S U P P L E M E N T A R Y

All planning applications are considered against the background of current town and country planning legislation, rules, orders and circulars, and any development, structure and local plans issued or made thereunder. In addition, account is taken of any guidance notes, advice and relevant policies issued by statutory authorities.

Each planning application included in this Schedule and any attached list of applications which have been determined under powers delegated to the Director of Development is filed with all papers including representations received and consultation replies as a single case file.

All building regulation applications are considered against the background of the relevant building regulations and approved documents, the Building Act, 1984, together with all relevant British Standards.

The above documents can be made available for inspection as Committee background papers at the office of the Director of Development, Acacia House, East Street, Rochford.

000034

PLANNING SERVICES COMMITTEE 11th JANUARY, 1990

INDEX - SUPPLEMENTARY

<u>ITEM</u> <u>NO.</u>	<u>PROPOSAL</u>	<u>CASE</u> <u>OFFICER</u>
S.22	ROC/872/89/DP Underground emergency control centre, including above ground ancillary communications equipment. Hockley Woods, Main Road, Hockley.	JAW
S.23	ROC/884/89 Change of use to elderly persons home and add two storey side extension. 1, Station Crescent, Rayleigh.	LG
S.24	ROC/896/89 Renewal of planning permission granted under ref. ROC/764/83. 8, Greensward Lane, Hockley.	LG
S.25	ROC/765/89/1 Three detached houses and garages (details). 227-229, Main Road, Hawkwell.	NACB
S.26	ROC/942/89 Outline application to erect detached bungalow and garage with private access. Re-site garage to No. 33. Rear of 33, Helena Road, Rayleigh.	JW
S.27	ROC/849/89 Extension of food manufacturing unit within existing building and continuation of warehousing and manufacturing uses without compliance with previous conditions. Dollymans Farm, Doublegate Lane, Rayleigh.	NACB
S.28	ROC/922/89 Outline application to erect 2-bed bungalow and garage. Adj. 7, Knivet Close, Rayleigh.	LG

000035

PLANNING SERVICES COMMITTEE

11th JANUARY, 1990

SCHEDULE OF DEVELOPMENT APPLICATIONS, WITH DIRECTOR'S
RECOMMENDATIONS, FOR DETERMINATION AT THIS COMMITTEE

S U P P L E M E N T A R Y

S.22

ROC/872/89/DP HOCKLEY

HOCKLEY WOODS, MAIN ROAD, HOCKLEY

UNDERGROUND EMERGENCY CONTROL CENTRE, INCLUDING ABOVE GROUND
ANCILLARY COMMUNICATIONS EQUIPMENT.

Applicant: Rochford District Council.

Zoning: Public Open Space.

RECOMMENDATION: That the Policy and Resources Committee be
advised that no objections are raised to the application subject
to the following conditions and, furthermore, that the Committee
be asked to ensure contractors work is minimised at weekends and
school holidays and particular care be taken at all times to
maintain site safety given the location of the site in this
popular open space.

1. Std. Cond. 4 - Commence in five years.
2. Std. Cond. 61 - Tree protection during construction.
3. Std. Cond. 95 - Development as per specified plan.

REPORT:

The Proposal

The application is for an Emergency Centre which will be
underground with only incidental aspects above ground, e.g.
access ways, air intake/generator outlet flues and communications
equipment.

The original plans have been revised slightly, in response to
neighbours concern, by re-positioning the generator outlet flue
within the Woodlands Office Compound.



The specifications of the above ground communications equipment has also been submitted following on site trial tests. It comprises three telescopic single dipole aerials installed within scaffold tubes positioned within the compound fencing and the aerials will not be visible when not in use. For use they will be extended to a height of 6m. (20ft.) above ground level.

The Site

The location is aside the existing Woodlands Office and compound in the car park area of Hockley Woods. This is outside the Site of Special Scientific Interest (SSSI) area of the Wood itself, albeit that the car park area is within the tree area of the Wood covered by an Essex County Council Tree Preservation Order, 14/49. To the north lies properties in Main Road.

Consultations:

County Planner - under the Town and Country Planning General Regulations, 1976 raises no objection, although he notes the site is within the area covered by the Tree Preservation Order and suggests an appropriate condition.

Nature Conservancy Council - note the proximity adjacent to the SSSI and consider there may be an impact on the SSSI in two ways :-

Firstly, an underground structure such as this may have an effect on ground water movements and thus on the hydrology of the SSSI. This could affect some of the important wetland plant communities in the site. However, the area of proposed development, on a spur of gravel, is probably relatively insensitive to such disturbances.

Secondly, there is a possibility that contractors for the project may encroach on to the SSSI, in the form of either movements of heavy construction vehicles, or dumping of excavated materials. Neither of these is compatible with maintenance of the special interests of the site, but provided that adequate safeguards against this are implemented, we offer no objections to the proposal.

County Surveyor, National Rivers Authority and Anglian Water Services Ltd. all raise no objections.

Joyce MacConnell, Roach Valley Conservation Zone - express concern that :-

- (1) In the heat of the moment of an emergency situation, people would disregard the status of the woodland and considerable damage could result.

(11) Questions whether the "shallow earth bank" to the north of the site is an old woodland boundary bank requiring due care (it should be noted that, in fact, it is a recently formed bank to the edge of the car park).

(iii) Communications equipment - should be as unobtrusive as possible.

The Council's Woodlands Officer comments on the effects of the shelter on the woodland given the 100,000 visitors each year :-

(1) The loss of any trees is to be regretted. As well as the one tree marked to be felled, it is likely that at least three others will suffer severe damage during construction and because of changes in the ground conditions.

(ii) The area available for car parking will be substantially reduced during the construction period. The car park is overcrowded most weekends.

(iii) Such a major construction site in a car park and recreation area is potentially hazardous. Can works requiring frequent movement of heavy vehicles occur outside the school holidays?

(iv) The construction work is likely to cause damage to the car park and approach road. These should be re-instated.

Neighbour Representations:

One letter of support for the proposal has been submitted by a local resident.

Five letters received from local residents raise objection on the following grounds :-

- to the principle of providing such a shelter;
- inappropriate siting within the Roach Valley Conservation Area and public open space;
- above ground structures an unacceptable intrusion;
- sited too close to adjacent cottages and car park, notably noise and inconvenience during the construction period;
- position of generator outlet unacceptable, even if re-sited in compound area due to prevailing winds;
- possible drainage problems to adjacent gardens;
- concern regarding aerial equipment, particularly if larger permanent aerials required in future;

- vehicular access to the site unsuitable;
- to the loss of one or more trees;
- concerned that existing woodland equipment will be displaced for a period and spread into the woods further.

Conclusions:

As the proposal will be essentially below ground, save for incidental matters, and is sited outside the SSSI within the existing substantial car park area, it is not considered to be in conflict with either the Green Belt or Public Open Space zoning of the site. The arials proposed should not prove intrusive, being only 20ft. high when extended, and bearing in mind their likely limited use.

The concern expressed regarding programming contractors work so as to minimise nuisance/inconvenience during periods of peak usage of the public open space at weekends and school holidays is appreciated, as is the general concern of safety of such building operations in this location. The recommendation has been framed accordingly.

S.23

ROC/884/89 RAYLEIGH

1. STATION CRESCENT, RAYLEIGH

CHANGE OF USE TO ELDERLY PERSONS HOME AND ADD TWO STOREY SIDE EXTENSION.

Applicant: Mr. Horsnell.

Zoning: Residential.

REFUSAL:

1. The location of the application site, in close proximity to a busy road at the front, and the Southend to Liverpool Street railway line at the rear, is considered inappropriate and unsuitable for use as an Elderly Persons Home.

Furthermore, the proposed large two storey extension will reduce the amenity space available within the site, to the detriment of the amenities of the occupiers and its monolithic design when viewed from the south and west will detract from the visual amenities of the area.

2. The car parking layout as indicated on the application plan is unsatisfactory, resulting in vehicles reversing out of the site in close proximity to a sharp bend, where visibility is restricted.

Furthermore, the car parking spaces cannot be worked independently of each other. Revisions to the car parking layout, to render the proposal acceptable, would result in additional loss of amenity space, to the detriment of the amenities of the occupiers.

REPORT:

This detached house is situated on the west side of Station Crescent, just north of the junction with London Hill.

It is proposed to erect a large two storey side and rear extension, which would more than double the size of the existing dwelling, and to use the extended dwelling as a home for elderly persons, providing accommodation for eight residents in seven bedrooms, with ancillary lounge and dining facilities and owners' accommodation. The siting, in close proximity to a busy road and the main railway line, is considered unsuitable for such a use and the proposed car parking layout would give rise to additional traffic hazard, in close proximity to a sharp bend.

In response to neighbour consultations, two replies have been received, objecting to the proposal on the grounds of :-

- unsuitable location for an elderly persons home;
- increased traffic hazard;
- loss of privacy;
- increased activity and disturbance.

The comments of the Head of Environmental Services will be reported verbally.

S.24

ROC/896/89 HOCKLEY

8, GREENSWARD LANE, HOCKLEY

RENEWAL OF PLANNING PERMISSION GRANTED UNDER REFERENCE
ROC/764/83.

Applicant: A. Wallaker.

Zoning: Residential.

APPROVAL:

1. Std. Cond. 4 - Commence in five years.
2. The existing access should be suitably paved within so as to prevent mud and other such deposits being taken onto the highway.
3. Space should be provided within the site to accommodate the parking and turning of all vehicles regularly visiting the site, clear of the highway, and properly laid out and paved as may be agreed with the Local Planning Authority after consultation with the County Highway Authority and such space should be maintained thereafter free of any impediment to its designated use.

REPORT:

Planning permission was granted on appeal for a new dwelling on this site in 1984, which has expired by reason of the five year time limit. This application seeks to renew the planning permission.

In response to neighbour consultations, two letters have been received, expressing concern regarding loss of privacy, unsatisfactory access, and increased traffic hazard.

S.25

ROC/756/89/1 HAWKWELL

227-229, MAIN ROAD, HAWKWELL

THREE DETACHED HOUSES AND GARAGES (DETAILS).

Applicant: Willow Building Co.

Zoning: Residential.

RECOMMENDATION: Delegate to the Director of Development to approve on the completion of consultations.

1. Std. Cond. 53 - Materials to be used externally.
2. Std. Cond. 101 - Obscure glazing to specified windows.

REPORT:

Members will recall that at the November meeting the outline application (ROC/756/89) was delegated to the Director to approve on the receipt of revised plans. These plans were subsequently received and an approval issued.

Lengthy negotiations have taken place to ensure a satisfactory scheme was produced, offering protection to the preserved holly trees and ensuring adequate parking and turning areas were provided. The applicants are now very anxious to proceed with the development of the site which has been vacant for some considerable time.

In these circumstances and bearing in mind there were no objections to the outline application, which showed the siting and layout, it is considered that an early decision in this matter - solely concerning house design - would be appropriate.

S.26

ROC/942/89 RAYLEIGH

REAR OF 33, HELENA ROAD, RAYLEIGH

OUTLINE APPLICATION TO ERECT DETACHED BUNGALOW AND GARAGE WITH PRIVATE ACCESS. RE-SITE GARAGE TO NO. 33.

Applicant: Mr. Redbond.
Frontage: 19m.
Depth: 29m.
Density: 25 d.ha. (10 d.a.)
Zoning: Residential.

REFUSAL:

1. The proposed bungalow comprises an undesirable, piecemeal form of backland development poorly related and out of character with the surrounding dwellings in Helena Road, Alexandra Road and Bracken Dell.
2. The proposed development would be visually intrusive to the outlook of the occupiers of the surrounding dwellings located in Helena Road, Alexandra Road and Bracken Dell.

3. Having regard to the reasons 1 and 2 set out above, the proposal would be contrary to Policies H9 and H12 of the Rochford District Local Plan relating to the design aspects of housing schemes and the development of backland sites.
4. The proposed bungalow, if allowed, would create an undesirable precedent for further similar development in the general locality and elsewhere within the Rochford District.

REPORT:

A previous application for two bungalows with garages and private drive access was refused planning permission on 19th May, 1989 (ROC/166/89) as contrary to backland Policies H9 and H12 of the Rochford District Local Plan. The present proposal, though for only one property, is unacceptable for the stated reasons, a view supported by five neighbouring occupiers who have submitted representations.

S.27

ROC/849/89 RAYLEIGH

DOLLYMANS FARM, DOUBLEGATE LANE, RAYLEIGH

EXTENSION OF FOOD MANUFACTURING UNIT WITHIN EXISTING BUILDING AND CONTINUATION OF WAREHOUSING AND MANUFACTURING USES WITHOUT COMPLIANCE WITH PREVIOUS CONDITIONS.

Applicant: A.H. Philpot & Sons Ltd.

Zoning: M.G.B., U.I.A.

RECOMMENDATION: Delegate to the Director of Development to approve subject to (i) appropriate conditions and/or Legal Agreement restricting the use of the building to that currently in operation or similar and (ii) a favourable response from the County Surveyor.

REPORT:

Members may recall that permission was granted on appeal (ROC/581/86) in July, 1987 for this redundant agricultural building to be used as a general warehouse. At that time the Inspector was mindful of the possible increase in traffic that may have occurred if the specific use were superseded by another, more general warehouse use. He subsequently imposed a "time limit condition" to give the operation a "trial run" by specifying that the use should cease by 31st December, 1989 unless a subsequent and, perhaps, more restrictive permission had been granted.

Another appeal was allowed in May, 1988 to change the use of part of this warehouse to the manufacture of frozen desserts (ROC/922/87). At the appeal it was stated that cream from the Dollymans Farm herds would be used as the main ingredient in this production and the present proposal merely seeks to extend this operation, within the existing building, by a further bay which measures 6.1m. (20ft.) by 29.7m. (97.4ft.) or 10% of the building's floorspace. This latter permission was also "tied" to the temporary permission, granted under ROC/581/86, by a condition.

The County Surveyor's response to the extension was favourable, although following a closer examination of the history of the site, in particular the temporary permission, the question of making the use a permanent one has yet to be fully considered. However, his initial reaction is favourable subject to the present use remaining and restrictions being imposed to control this.

The National Rivers Authority has no objections subject to all foul sewage (including trade effluent and wash waters) discharging to the existing on site treatment plant.

Anglian Water and the Head of Environmental Services have no objections.

S.28

ROC/922/89 RAYLEIGH

ADJ. 7, KNIVET CLOSE, RAYLEIGH

OUTLINE APPLICATION TO ERECT 2-BED BUNGALOW AND GARAGE.

Applicant: A. Rose.

Frontage: 12.65m.

Depth: 21.95m.

Zoning: Residential.

REFUSAL:

The application site is considered by the Local Planning Authority to be of insufficient size, and unacceptable location in relation to adjoining dwellings, to satisfactorily accommodate a new dwelling, resulting in a cramped appearance, out of character with the style of development in Knivet Close, and detrimental to the visual amenities of the area. Furthermore, the restricted access to the site would be likely to cause additional traffic conflict and hazard, to the detriment of the occupiers of

the existing dwelling.

REPORT:

Members will recall an application considered at the Planning Services Committee meeting on 19th October, 1989 for the erection of a detached house on this site, which was refused by reason of the size, scale and siting in close proximity to existing bungalows.

The present application is for a bungalow which, whilst resolving for the most part the loss of privacy to the bungalows at the rear of the site, results in a building which would be out of character with the two storey development in Knivet Close.

In response to neighbour consultations, seven letters have been received, objecting to the proposal on the grounds of :-

- development out of keeping with dwellings in Knivet Close;
 - increased traffic hazard;
 - increased parking problems;
 - cramped development.
-

DELEGATED PLANNING DECISIONS - 11th January 1989.

I have decided the following applications in accordance with the policy of delegation and subject to conditions :-

APPROVALS

- ROC/178/89 Replace existing single garage with double garage, single storey rear extension, and extension of roof.
2, Leamington Road, Hockley - MR. B. Dennis.
- ROC/512/89 Single storey side and rear extensions, Rooms in roof and part-integral Garages to convert bungalow to two chalets.
33, Queens Road, Rayleigh - MR. J. Horne.
- ROC/662/89 Demolish part ground floor and erect two storey rear extension.
5, Exhibition Lane, Great Wakering - Mrs. J. Steel.
- ROC/679/89 Single storey front extension.
5, Minster Close, Rayleigh - Mr. C. Maertens.
- ROC/682/89 Single storey front extension.
35, Rectory Avenue, Rochford - H. J. Edwards.
- ROC/713/89 Single storey rear extension with dormer over.
5, Selbourne Road - Mr. & Mrs. B. Woodham.
- ROC/718/89 Extend side dormers and add single storey extension.
21, The Walk, Hullbridge - Mr. & Mrs. B. Evans.
- ROC/735/89 Construct lagoon for agricultural irrigation.
Scotts Hall Farm, Scotts Hall Road - Stacey Farms.
- ROC/752/89 Rear Conservatory.
Jolians, Church Road, Rawreth - S. R. & M. L. Croucher.
- ROC/756/89 Outline application to erect three detached houses and garages.
227-229, Main Road, Hawkwell - Willow Building Co.
- ROC/767/89 Single storey side and rear extension.
24, Cotswold Avenue, Rayleigh - Mr. Suttlng.
- ROC/772/89 Front and rear dormer and single storey rear extension.
96, Oxford Road, Rochford - Mr. P. Walker.
- ROC/783/89 Two detached houses with integral garages.
66, Alexandra Road, Ashington - Wilson & Coker.
- ROC/785/89 Vehicular crossover.
35, Rectory Road, Hawkwell - Mrs. M. Stevens.
- ROC/787/89 Low chain and post fence along side boundary of front garden (variation of permission ROC 85/84).
28, Minton Heights, Rochford - Mr. & Mrs. P. Matthews.

000046

ROC/801/89 Single storey rear extension incorporating chimney.
27, The Drive, Rochford - Mr. M. Thacker.

ROC/802/89 Two storey side extension incorporating integral garage,
front canopy and extend rear dormer.
18, Kingswood crescent, Rayleigh - Mr. P. Street.

ROC/815/89 First floor side extension incorporating roof, alterations
to side and rear.
165, Main Road, Hawkwell. - Mr. & Mrs. G. Burles.

ROC/828/89 Ground floor side (to form granny annex) and rear extension
with first floor extension over part.
15, Mercer Avenue, Great Wakering - Mr. & Mrs. N. Adkins.

ROC/838/89 Vehicular access to rear, of dwelling.
40, High Street, Great Wakering - Mrs. E. Yeates.

ROC/845/89 Detached garage.
Rear of 42a, West Street, Rochford - J. Clandillon.

ROC/851/89 First floor rear extension.
93, Grasmere Avenue, Hullbridge - Mr. & Mrs. Russell.

ROC/852/89 Lychgate.
191, Hockley Road, Rayleigh - Mr. C. Harrington.

ROC/861/89 Two storey side extension incorporating integral garage and
front canopy.
102, Ferry Road, Hullbridge - Mr. & Mrs. J. Phelps.

ROC/862/89 Raise hip to gable and rear dormer.
35, Langdon Road, Rayleigh - Mr. & Mrs. S. Reed.

ROC/873/89 Side Dormer.
28, Newton Hall Gardens, Ashington - Mr. D. H. Catchpole.

ROC/875/89 Extend garage and convert to study, single storey front
extension and carport to side with canopy over.
23, Laburnum Grove, Hockley - Mr. C. McDermott.

ROC/878/89 Single storey rear extension.
Westleigh House, 16, Western Road, Rayleigh -
Mr. & Mrs. M. Costello.

ROC/879/89 Single storey rear extension and garage to side.
43, Broadlands Road, Hockley - Mr. S. Burke.

ROC/895/89 Chimney stack to side.
76, Windermere Avenue, Hullbridge - Mr. T. D. Jamieson.

ROC/3015/89/AD Erect 6m High illuminated pylon sign, at Texas Homecare,
10, Purdeys Way, Rochford - Texas Homecare Ltd.

ROC/4002/89/CA Demolish part of ground floor and erect two storey rear
extension at 5, Exhibition Lane, Great Wakering - Mrs. Steel.

000047

REFUSALS

ROC/002/89 Front and rear dormers and new roof at Crofters, Beke Hall Chase, Rayleigh - D.A. Wright.

Reason: Excessive development in the M.G.B.

ROC/588/89 Convert house into two flats with parking at rear at 421, Ashington Road, Rochford - Mr. K.R. Evans.

Reasons:

1. Unsightly appearance and extensive open car parking area, sub-division of remaining family garden which could remain untended and neglected.
2. First floor layout would give rise to overlooking. Conversion of this modest dwelling likely to lead to pressure for extensions to this building.
3. Another vehicular access close to junction with Ashington Road likely to lead to further car parking.

ROC/797/89 Outline application to erect two detached houses with integral garages between 15 and 23, Poplars Avenue, Hockley. - Miss E.J. Ellis.

Reason: Inadequate sewerage system.

ROC/810/89 Enclosed swimming pool and conservatory link to existing house at Beke Hall Farmhouse, Beke Hall Chase South, Rayleigh - Mr. M. Seaby.

Reasons:

1. Excessive development in the M.G.B.
2. Building unsympathetic to the setting and character of this Grade II listed building.

ROC/2022/89/LB Enclosed swimming pool and conservatory link to existing house at Beke Hall Farmhouse, Beke Hall Chase South, Rayleigh - Mr. M. Seaby.

Reasons: (See above)

NO OBJECTION

ROC/789/89/CC Continue use of relocatable classroom at Swayne School, Pearsons Avenue, Rayleigh - County Council.

000048

DELEGATED BUILDING REGULATION DECISIONS

APPROVALS/REFLECTIONS

DATE: 11.1.90

PLAN NO.	ADDRESS	DESCRIPTION
A89/108	34 Poplars Avenue, Hawkwell.	Rear extension and internal/external alterations.
89/318	26 Marina Avenue, Rayleigh.	Erect chalet and two garages.
A89/649	44 Western Road, Rayleigh.	New first floor.
A89/734	11 Clifton Road, (New No.17) Ashington.	Two new bungalows.
89/777	1 Hullbridge Road, Rayleigh.	Rear roof Dormer.
89/837	44 The Bramleys, Rochford.	Extension to rear of house.
89/806	23 Laburnum Grove, Hockley.	Proposed alterations and additions.
89/838	44 Grange Gardens, Rayleigh.	Flat roof extension on rear elevation.
89/847	139B Grove Road, Rayleigh.	Extension to existing house.
89/853	68 Hilltop Avenue, Hullbridge.	Rear extension.
89/859	16 Nutcombe Crescent, Rochford.	Proposed loftrooms.
89/863	44 Ferndale Road, Rayleigh.	Proposed additions.
89/864	10 Evelyn Road, Hockley.	Proposed bedroom.
89/866	37 Heddingham Place, Rectory Road, Rochford.	Shop fitting/face work.
89/869	9 The Bramleys, Rochford.	Cavity wall insulation.
A89/779	302 Eastwood Road Rayleigh.	Proposed detached garage and chalet.
89/795	28 Great Wheatley Road, Rayleigh.	Extend garage, front porch, 1st floor extension & shower room.
89/858	10 The Ridgeway, Rayleigh.	Demolition of existing single storey extn. in a garage & rebuilding of area.
89/877	12 Lancaster RD Rayleigh,	Rectangular Bay window to lounge.
89/848	5 Helena Close, Hawkwell.	Proposed Dormers & Alterations.
89/821	30, Eastwood Road, Rayleigh.	Alterations and extensions to form new kitchen dining area & first floor bedsit.
89/803	Unit 7 to 14, Eldon Way, Hockley.	Single storey front extension to provide female toilet block.
89/862	93, Grasmere Avenue, Hullbridge.	First floor extension.
89/399 A	Elm Lodge, Hall Road, Rochford.	Extensions and alterations.
89/889	43, Broadlands Road, Hockley.	Extension to rear and garage to side.
89/820	11, Ableside Gardens, Hullbridge.	Side extension.

000049

DELEGATED BUILDING REGULATION DECISIONS

APPROVALS/REVISIONS

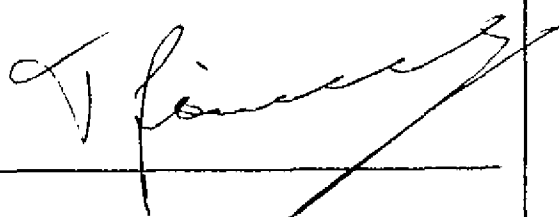
DATE: 11.1.90

PLAN NO.	ADDRESS	DESCRIPTION
89/619 A	48, Orchard Avenue, Rayleigh.	Erect two storey side extension.
89/163 A	244, Eastwood Rd, Rayleigh.	2 storeyside extension.
89/607 A	203 Plumberow Ave, Hockley.	3 New Chalets.
89/861	Dollymans Farm, Doublegate Lane, Rayleigh.	Extension of food manufacturing unit within existing building.
89/874	15 Great Wheatley Rd, Rayleigh.	Proposed utility room with new pitched over existing garage.
89/879	63 Orchard Avenue, Hockley.	A garage.
89/887	8 Broadway, Hockley.	Extension to rear and internal alterations
89/893	61 Alexandra Rd, Great Wakering.	Change Ex-bedroom into garage.
89/870	43 Woodlands Road, Hockley.	Conversion of garage into bedroom.
000050		

DELEGATED BUILDING REGULATION DECISIONS

~~XXXXXXXX~~
~~XXXXXXXX~~ / REJECTIONS

DATE: 11.1.90

PLAN NO.	ADDRESS	DESCRIPTION
89/776	134 Anchor Lane, Canewdon.	Rear single storey extension.
89/781	28 Moons Close, Ashington.	2 storey rear extension.
		000051
		DATE 1/2/90

CHAIRMAN

ROCHFORD DISTRICT COUNCIL

Minutes of the Policy and Resources Committee

At a Meeting held on 23rd January 1990. Present: Councillors A.J. Harvey (Chairman), P.A. Beckers, W.H. Budge, B.A. Crick, C.J.B. Faherty, T. Fawell, D.F. Flack, J.A. Gibson, M.J. Handford, Mrs. E.M. Hart, D.R. Helson, Mrs. M. Hunnabale, Miss B.G.J. Lovett, R.A. Pearson, J.A. Sheaf, C. Stephenson, Mrs. L. Walker, P.F.A. Webster and D.C. Wood.

Apologies: Councillors R.S. Allen, C.I. Black, R.H. Boyd and Mrs. P. Cooke.

Visiting: Councillors S.N. Jarvis, Mrs. S.J. Lemon, C.R. Morgan and S.A. Skinner.

6. COUNCILLOR R.H. BOYD

The Chairman referred to Councillor Boyd's recent heart attack and advised that best wishes had already been conveyed on behalf of the Council for his speedy recovery. A Member advised that Councillor Boyd appeared to be recuperating well.

7. COUNCILLOR MRS. P. GODSELL

The Chairman advised the Committee that Councillor Mrs. P. Godsell had resigned from the Council and would be leaving the District and Members thanked her for her work as a Councillor and wished her every success in her move.

8. MINUTES

Resolved that the Minutes of the Meeting of 5th December 1989 be approved as a correct record and signed by the Chairman.

9. MONITORING OF PERFORMANCE

(a) Policy and Resources Committee - Special Meetings of 26th June and Meetings of 18th July and 24th October 1989

(b) Council Meetings of 25th July and 7th November 1989

The Committee were satisfied that all necessary action had been taken. Minutes 25/88 (SEC), 410(C)/89 (SEC), 550(D)/89: Minute 186 (HCSA) and 536/89: Minute 306 (CE,T) were carried forward.

10. MINUTES OF COMMITTEES

The Committee received the following Minutes:-

<u>Committee</u>	<u>Date</u>	<u>Minute Nos</u>
Planning Services	14th December 1989	665 - 671
Planning Services	11th January 1990	1 - 5

11. PANEL MINUTES

The Committee considered the appended Minutes containing the following recommendations:-

000052

Policy & Resources

(NOTE: A recommendation on which action has been taken has been omitted and the Minutes of the National Non-Domestic Ratepayers Consultation Panel are to be submitted to the Special Meeting of the Policy and Resources Committee on 13th February 1990).

<u>Panel</u>	<u>Date</u>
(A) Audit Panel	13th December 1989
(B) Staffing Sub-Committee	9th January 1990

RECOMMENDED (1) That delegated authority be given to the Sub-Committee to conduct reviews of the list of politically restricted posts from time to time and also to make any necessary deletions or additions which might result from changes in the nature and duties of the posts.

(2) That the following delegations to the Chief Executive & Director of Finance be approved:-

- (i) to issue upon request from an Officer occupying a post listed as over £19,500 per annum a Certificate of Opinion from the Council as to whether it considers the post concerned to be politically sensitive.
- (ii) to provide the information required by the Independent Adjudicator for consideration of any request for the issue of a direction by him from an individual member of staff for exemption and to amend the list pursuant to any directions given by the Adjudicator;
- (iii) to keep the lists up-to-date in relation to the consequential matters mentioned in paragraph (d) of the Minute.

(3) That the Chief Executive & Director of Finance's nomination of the Secretary to the Council under Standing Order 42 be approved in respect of these delegations. (Minute 330: Local Government & Housing Act 1989 - Political Restrictions on Certain Local Authority Officers) (CE, SEC)

(4) That the Council take no steps to use its discretion under Section 9 of the Local Government & Housing Act 1989. (Minute 331: Appointment of Political Assistants).

12. ROCHFORD YOUTH TRAINING SCHEME (Minute 655/89)

NOTE: Councillor R.A. Pearson declared a non-pecuniary interest in this item but remained in the Meeting and participated in the discussion and voting thereon.

The Committee noted that Councillors W.H. Budge, J.A. Gibson and A.J. Harvey, the Chief Executive & Director of Finance, the Treasurer and the Secretary to the Council had a non-pecuniary interest in this matter by virtue of membership of the Rochford Youth Training Scheme Consortium Management Committee and that the Secretary had been so appointed under Standing Order 18 following the resignation of Mr. G.R. Jarvis.

The Secretary to the Council reported in confidence on the decision of the Management Committee, subject to the views of the Charity Commission, to transfer responsibility for the operation of the Rochford YTS to the SEETEC Board of Management with effect from 1st April 1990. The Committee

000053

Policy & Resources

accepted the proposed transfer and approved revised proposals designed to enable Estuary Training to remain in occupation of 57 South Street with YTS being accommodated therein also and noted the basis on which that could be achieved.

RECOMMENDED (1) That the Secretary to the Council be authorised to complete a full repairing lease of 57 South Street to SEETEC for a period of 10 years at the market rent with effect from 1st April 1990 or such other later date as may be appropriate and on such other terms and conditions as the Secretary sees fit.

(2) That negotiations take place to achieve a joint use of the building by SEETEC with Estuary Training Consortium as their tenant.

(3) That application be made to the County Court under the Landlord and Tenant Act 1954 to exclude the renewal provisions relating to business tenancies from the lease. (4916) (SEC)

13. CAPITAL PROGRAMME 1990/91, 1991/92 and 1992/93 (Minute 15/89)

Members considered the appended joint report of the Head of Environmental Services and the Treasurer which had been prepared in conformity with the new Capital Controls under the Local Government and Housing Act 1989 and which set out proposals for the Capital Programme consistent with the Council's basic credit approval and accepted policy. Where necessary reports would be presented to the appropriate Committee to seek authority to incur expenditure. Members noted that it was considered essential to make an addition to the programme mainly for the current financial year, the balance falling in 1990/91, to replace the Astro Turf pitch at Clements Hall Leisure Centre at an estimated cost of £35,000. At the request of a Member the Chairman asked that a report be made to the Leisure Services Committee on the life expectancy and use of that artificial playing surface.

In response to questions from Members the following points were clarified -

- (i) that pending the making of a Compulsory Purchase Order land could only be acquired along the Hullbridge Foreshore as it became available and that the Corporate Plan required funds to be held in reserve for land purchase once the CPO was made.
- (ii) that the reduction in the availability of capital receipts over the next 3 years reflected the controls on the use of monies from the sale of Council houses.
- (iii) that the profile of the Other Services Programme funds related to the apportionment of the Home Office grant for the Emergency Centre.

The Committee approved a suggestion from the Chairman that arising out of a request from the Health Authority for the Council to be involved in consideration of the future use of the Rochford Hospital site, contingency provision should be made within the estimates towards the cost of jointly commissioning a consultant's report thereon and that the Chief Executive Director of Finance be authorised to discuss the matter further with the Health Authority and report back in due course.

000054

Policy & Resources

RECOMMENDED (1) That the programme as detailed be approved.

(2) That the inclusion of the replacement of the Astro Turf at Clements Hall Leisure Centre be approved and a report be made to the Leisure Services Committee as detailed above.

(3) That contingency provision be made in the 1990/91 estimates towards the cost of jointly commissioning with the Health Authority a consultant's report on the future use of the Rochford Hospital site and that the Chief Executive & Director of Finance be asked to discuss the matter further to determine the likely level of the Council's contribution and report thereon for approval in due course (757) (T,HES,CE)

14. HOUSING RENTS 1990/91 (Minute 16/89)

NOTE: Councillor B.A. Crick declared a pecuniary interest in this item insofar as it related to garage rents by virtue of tenancy of a Council garage and with the consent of the Committee remained in the Meeting but took no part in the discussion or voting on that aspect of the report.

The Committee considered the appended report of the Treasurer regarding the level of Council rent increases for 1990/91 and the Chief Housing Manager's advice on the outcome of consultation with the Tenants' Associations.

The Chairman advised the Committee that whereas the recommendation was for an average increase in house rents of £4.52 per week (19%), if cognisance was taken of the views expressed by the Tenants' Associations that garage rents should be increased from £2.90 to £4 per week then the additional revenue thereby generated could be used to reduce the housing rent increase to £4.50 per week (18.9%). Members accepted those changes and asked that the revision should apply also in the case of Finchfield Bungalows.

In response to Members' questions the Treasurer advised why it was essential to maintain a working balance, that its existence did not affect subsidy calculations and that the money could be invested to earn interest on the account, which was now ring-fenced and could no longer benefit from interest on Council house sales. The Committee noted a comment by a Member that the maintenance standards of garages should take account of the move towards market rents.

RECOMMENDED (1) That house rents be increased by an average of £4.50 per week (18.9%) with effect from 2nd April 1990.

(2) That service charges be increased sufficiently to recover costs with effect from 2nd April 1990.

(3) That over the next three years garage rents become comparable with the market and as the first stage of this process garage rents be increased by £1.10 per week with effect from 2nd April 1990.

(4) That house rents of Finchfield Bungalows be increased by 18.9% with effect from 2nd April 1990. (615)(T)

000035

Policy & Resources

15. SCALE OF CHARGES 1990/91 (Minute 17/89)

The Committee had before them the appended report of the Treasurer setting out the proposed discretionary charges for 1990/91 which had been prepared following consultation with the Directorates providing the internal services, and the Council's contractors CIRCA Leisure and R.B. Tylers.

Some Members expressed concern at the level of increase proposed in respect of charges for Concessionary Travel on buses and whilst it was accepted that this reflected Council policy to pass on one-third of the cost involved it was considered that representations should be made to Eastern National at the revised rate which they were charging.

RECOMMENDED (1) That the appended Schedule of Charges be approved and incorporated within the Budget Book for 1990/91.

(2) That Eastern National be advised of this Council's concern at the level of increase in the charge for concessionary travel. (708)(T)

16. CAR PARKING - FUTURE CHARGING POLICY AND USAGE (Minute 17/89)

NOTE: Councillor J.A. Gibson declared a non-pecuniary interest in this item by virtue of holding an orange badge but remained in the Meeting and participated in the discussions and voting thereon.

The Committee considered the appended report of the Treasurer regarding car park usage and future charging policy, were advised of environmental improvements being carried out and noted suggestions from Members that where possible the opportunity should be taken when re-marking the bays to increase the number of spaces and to improve the access to The Market Car Park.

In accepting that the Council should be empowered to prosecute able-bodied motorists parking in bays reserved for the disabled the Committee asked that the marking of those bays be improved so as to ensure that there could not be any doubt about their status.

Whilst appreciating the rationale for designating the Council's car parks as Short Stay, Long Stay or Mixed Period and applying separate albeit complementary charging scales so as to improve traffic management, the Committee were unable to accept that in consequence season ticket holders should be denied free access to Websters Way Car Park.

RECOMMENDED (1) That Websters Way Car Park, Rayleigh be designated as a Short Stay Car Park except insofar as season ticket holders are concerned.

(2) That The Approach Car Park, Rayleigh be designated as a Long Stay Car Park.

(3) That all other car parks be designated as Mixed Period Car Parks.

(4) That season tickets continue to be valid in all of the Council's Car Parks.

007056

Policy & Resources

(5) That the scale of charges and time banding as set out in the report be adopted and implemented as soon as possible.

(6) That the parking of a vehicle not displaying an orange badge in a bay reserved for disabled persons be made a criminal offence.

(7) That the Secretary to the Council be authorised to commence the consultation process to amend the District of Rochford (Off-Street) Parking Places Order. (708,918)(T,SEC)

17. MRS. J. ATTRIDGE

Arising out of the foregoing the Chairman extended congratulations on behalf of the Committee to Mrs. J. Attridge, the Chief Assistant (Accountancy) who had just passed her final examinations to qualify for acceptance as a Member of CIPFA and whose project had related to car park management.

18. GRANT AID TO OUTSIDE BODIES (Minute 19/89)

The Treasurer submitted a report detailing the recipients and level of grant aid in 1989/90 and the applications which had been received for the forthcoming financial year. It was clarified that the additional £200 requested by the Citizens' Advice Bureau was in respect of the Rayleigh not the Rochford Office.

The Committee concurred with the Chairman's suggestion that the Council should not agree to make grants to organisations which had not made application and that grant aid should also be subject to the latest accounts being available for inspection. It was accordingly accepted that whilst the total amount available for grants should not be reduced, further consideration should only be given to grants to those organisations which the Council had assisted if and when formal applications were received or accounts submitted.

RECOMMENDED (1) That the allocation of grant aid to outside bodies in 1990/91 be as follows:-

<u>Organisation</u>	<u>£</u>
Citizens' Advice Bureau (Rochford)	8,100
Citizens' Advice Bureau (Rayleigh)	7,650
Community Council of Essex	145
Hockley Endeavour Club	145
Mayday Mobile	1,070
One Parent Families Association	100
Rayleigh Age Concern	1,165
Rochford Arts Council	540
Rochford Sports Council	735
Rochford Old People's Welfare Committee	3,225
Rayleigh Antiquarian Society	40
South East Essex Business Enterprise Agency	1,080
Essex Association of Boys Clubs	145
MENCAP (Rochford and Castle Point)	80
1476 Squadron ATC	145
Rayleigh Operatic & Dramatic Society	1,650
Eastern Council for Sport & Recreation	80

Policy & Resources

Palace Theatre Trust	865
Relate (Marriage Guidance)	560
Hockley & Hawkwell Old People's Welfare Committee	650
Unallocated Balance	3,730

(2) That a further report be made on the additional funding requested by the Citizens' Advice Bureaux.

(3) That no grant be allocated to any organisations unless an application is submitted accompanied by the latest accounts. (211) (T)

19. SUBSCRIPTIONS 1990/91 (Minute 21/89)

The Treasurer submitted a schedule categorising those organisations to which the Council currently subscribed as either fixing the level of subscription that must be paid to retain membership or leaving the level of subscription to the Authority's discretion. Whilst having no criticism of the work carried out by the ADC, Members expressed concern at the level of increase sought by them particularly since that had been a continuing feature of recent years and, whilst accepting that this Council should not withdraw from that organisation, considered that strong representation should be made to the ADC about the new subscription rate. In that connection reference was made to the outstanding request for a Members' Teach-In on the work of the ADC and it was agreed that this should be pursued.

RECOMMENDED (1) That provision be made in the draft 1990/91 Estimates for the Council to continue membership by

(a) meeting in full the revised subscriptions to the following organisations:-

Association of District Councils
Association of District Councils, Essex County Branch
Association of District Councils - Treasurers
Association of Sea and Airport Health Authorities
Commons, Open Spaces and Footpath Preservation Society
Eastern Arts Association
Essex and Hertfordshire Provincial Council
Essex Playing Fields and Childrens' Play Association
National Housing and Town Planning Association
Rochford and Maplin Chamber of Trade and Commerce
Society of Local Authority Chief Executives

(b) increasing the subscription to the following organisations by a maximum of 8%:-

Council For The Protection of Rural Essex
Essex Naturalists Trust

(2) That strong representations be made to the ADC about the amount of their revised subscription. (847)(T)

20. SUNDRY DEBTOR ACCOUNTS - WRITE-OFFS (Minute 24/89)

In accordance with Financial Regulation 7.10, the Treasurer submitted details of four accounts totalling £1,907.73 where costs incurred by the

000058

Policy & Resources

Council could not be recovered from the debtors concerned. The Committee also noted details relating to accounts totalling £2,537.50 that had been written-off under delegated authority.

RECOMMENDED That four accounts totalling £1,907.73 be written-off as irrecoverable. (124)(T)

21. RATE RELIEF FOR CHARITABLE AND OTHER ORGANISATIONS

The Treasurer reported receipt of an application for Rate Relief under the provisions of Section 40 of the General Rate Act 1967 in respect of Barnardo Publications Ltd., a wholly owned subsidiary of the Barnardo organisation to which it covenanted all its profits but which unlike the parent organisation was not a registered charity. Members noted that the Council's policy would provide only for the granting of Discretionary Relief if they were so minded, the amount involved in that respect and that the relief would cease at 31st March 1990 after which new regulations would apply.

RECOMMENDED (1) That the application of Barnardo Property Services on behalf of Barnardo Publications Ltd. for Rate Relief be granted in respect of 50% Discretionary Relief for the period 1st April 1989 to 31st March 1990.

(2) That the applicant be advised that Mandatory Relief has been refused because the company is not a registered charity. (19179)(T)

22. CAPITAL ACCOUNTING IN LOCAL AUTHORITIES - THE WAY FORWARD

The Committee considered the appended report of the Treasurer regarding a new Code of Practice which had been issued jointly by the ACC, ADC, AMA and CIPFA and proposed revised Capital Accounting methods for Local Authorities for voluntary adoption from 1st April 1990.

RECOMMENDED That in the event of the Code of Practice being adopted nationally:-

- (1) this Authority complies with the new Capital Accounting Code.
- (ii) the contingency provisions in the draft Revenue Budget for 1990/91 contain a sum for the engagement of a professional valuer. (757)(T)

23. CYCLE OF MEETINGS 1990/91 (Minute 26/89)

The Committee had before them the appended draft Cycle of Meetings for 1990/91 and subject to the date of the last Council Meeting prior to the Summer recess being subject to review it was

RECOMMENDED That the Cycle of Meetings for 1990/91 be adopted. (856)(SEC)

24. MONITORING SERVICE CONTRACT PERFORMANCE - CLEANING AT AGED PERSONS' SCHEMES (Minutes 566 and 572/89)

NOTE: Councillor J.A. Sheaf declared a pecuniary interest in this item as the contractor involved and left the Meeting while the matter was discussed.

Policy & Resources

Further to the decision of the Council on 7th November 1989 the Chief Housing Manager reported on the reasons why it was now intended to report to the Policy and Resources Committee on 3rd April 1990 and it was

RECOMMENDED That Contract No. 1396 be further extended to 24th April 1990. (15476)(CHM)

25. LOCAL GOVERNMENT & HOUSING ACT 1989 - POLITICAL RESTRICTIONS ON CERTAIN LOCAL AUTHORITY OFFICERS (Minute 630(C)(3)/89)

The Chief Executive & Director of Finance and Secretary to the Council reported jointly that arising out of the need to compile a list of politically restricted posts by 29th January 1990 the Schedule of Delegations to Officers had been reviewed. A number of revisions were required (as appended hereto) having been reported also to the Staffing Sub-Committee to enable them under delegated authority to approve the list of politically restricted posts on the Council's behalf.

RECOMMENDED That the revisions to the Schedule of Delegations to Officers as set out in the appended schedule be approved. (4500)(SEC)

NOTE: The Chief Executive & Director of Finance exercised his powers under Standing Order 18 to give immediate effect to the proposed changes in delegation.

26. HOUSING STRATEGY (Minute 630(D)(4)/89)

The following Motion standing in the name of Councillor R.H. Boyd and seconded by Councillor D.F. Flack which referred to the recommendations of the Housing Strategy Panel had been referred from Council on 12th December 1989 for consideration:

'That recommendation (4) be amended by the addition of the words -

"... and that the design and layout of the Doggetts scheme be taken forward in full consultation with a Panel of Members proportionately representative of Council".'

In accepting that amendment it was moved by Councillor J.A. Sheaf and seconded by Councillor Miss B.G.J. Lovett that the Panel of Members should comprise the Chairman of the Health and Housing Services, Planning Services, Development Services and Policy and Resources Committees together with two Members nominated by the opposition party and one by the minority party and they were identified as Councillors B.A. Crick, S.A. Skinner and C. Stephenson.

RECOMMENDED (1) That recommendation (4) of Minute 630/89 be amended by the additional of the words -

"... and that the design and layout of the Doggetts Scheme be taken forward in full consultation with a Panel of Members proportionately representative of Council".

(2) That the constitution of the Panel of Members be as set out above. (881)(SEC)

000060

Policy & Resources

27. EMERGENCY CENTRE, HOCKLEY WOODS

(1) Status of Emergency Panel (Minute 664/89)

The Assistant Chief Executive reported on the suggestion at the last Meeting of Council that this Committee be asked to review the status and frequency of Meetings of the Emergency Panel so that it could proceed with delegated powers in partnership with the Audit Panel to secure the rapid implementation of the Emergency Centre. Members accepted that there was not a need for full delegation of powers in that respect but that it would be advantageous to programme Meetings of the Panel on a quarterly basis and noted that provision had been made accordingly in the Cycle of Meetings approved earlier. The Chairman advised that he had also asked for a Meeting of the Emergency Panel to be held on 26th February 1990.

(11) Deemed Planning Consent (Minute 207(B)(2)/89)

The Secretary to the Council reported that the above application had been considered by the Planning Services Committee and it was

RECOMMENDED That pursuant to Paragraph 4(5) of the Town and Country Planning General Regulations 1976 the provision of an Emergency Centre in Hockley Woods be carried out, subject to the conditions in Minute 3/90.
(10)(HES,ACE)

(iii) Engagement of Consultants


Because of the need for urgent implementation in order to qualify for Home Office grant the Chairman asked the Committee to approve a proposal to waive Financial Standing Order 4.7 to enable the services of John Pelling Partners, specialist consultants in such projects, to be engaged on a scale fee basis.

RECOMMENDED That arrangements be made accordingly. (10)(HES)

NOTE: The Chief Executive & Director of Finance exercised his authority under Standing Order 18 to give immediate effect to the above recommendation.

28. PLANNING DEVELOPMENT CONTROL (Minute 559/89)

Members had before them a report by the Director of Development on proposals for improving the exercise of the Council's development control function which had been deferred pending the unofficial Member-only meeting held on 19th December 1989, and a schedule setting out certain decisions of that meeting together with the appended report of the Management Team regarding the basis on which special purpose panels could be used to consider the more complex or large development applications, which was accepted by the Committee. In adopting the decisions of the unofficial meeting it was clarified that Ward Members who were invited to attend Panel Meetings would not have voting rights, and that whilst the Planning Committee did not wish to give informal advice to applicants it was envisaged that they could meet with one or other of the Sub-Committees as appropriate. The Committee indicated that they would wish the deadline for response under the weekly list system to be extended until Wednesday lunchtime with telephone contact being acceptable for that purpose. Members also felt it was essential that the list should identify the correct Parish in respect of each application.



Policy & Resources

RECOMMENDED (1) That large, complex or sensitive applications be dealt with on the basis set out in the appended report of the Management Team.

(2) That the Planning Services Committee should not be used to give informal advice to applicants, this function being best carried out at Officer level although it is recognised that in appropriate cases applicants could be invited to meet with a Sub-Committee.

(3) That the weekly list system be adopted for a trial period of at least two cycles and that arrangements be made for Members to be supplied with pre-printed forms to facilitate their response.

(4) That provision be made within each cycle of Meetings for two Meetings of the Planning Services Committee so as to provide for a further Meeting to be held where necessary.

(5) That Members be urged to contact the Officers prior to the Meeting where they wish to move additional reasons for refusal and not to speak on recommendations for refusal unless to add such additional conditions or to move acceptance instead. (158)(DD,SEC)

29. HIGHWAYS ACT 1980 - SECTION 119 DIVERSION OF PART OF FOOTPATH 36, ROCHFORD (Minute 32/89)

The Secretary to the Council reported that the District of Rochford No. 36 Rochford Public Path Diversion Order 1989 had been publicly advertised on 17th October 1989, and that no objections had been received.

RECOMMENDED That the District of Rochford No. 36 Rochford Public Path Diversion Order 1989 be confirmed by the Council as an unopposed Order. (8345)(SEC)

30. MEMBERS' ALLOWANCES

Members' had before them a summary of the Government's proposals to introduce a new system of Councillors' allowances under the Local Government and Housing Act with effect from 1st April 1990. The Chief Executive & Director of Finance reported that local authorities would need at the beginning of each financial year to determine the basis on which they would apply the scheme.

The Chairman said a contingency provision of £30,000 had been made in the draft Budget for 1990/91 for that purpose and there was to be a meeting of group leaders in the near future to discuss the matter. It was accordingly

RECOMMENDED That the Government's proposals for a new system of Councillors' allowances be deferred pending the report of the discussions between the group leaders. (1431)(SEC)

31. PROPOSED TEMPORARY EASEMENT AT KING GEORGE'S PLAYING FIELD

The Secretary to the Council recommended approval of a request to use a small part of King George's Playing Field, Eastwood Road, Rayleigh as a temporary footpath adjacent to a new development on the site of the old doctors' surgery at 55/57 Eastwood Road, Rayleigh instead of the present

Policy & Resources

footpath link to Websters Way Car Park. This would facilitate the building of a new bank on that site and avoid danger to the public as well as providing a shorter route for patients visiting the new surgery. The new path would extend for approximately 35 metres from Eastwood Road, be fenced and maintained at no expense to the Council, and on completion all works would be removed and the parkland reinstated to the Council's satisfaction.

Some Members expressed concern at this encroachment onto the Playing Field, bearing in mind that a small area of land had already been released to enable the new surgery to be built, and it was

RECOMMENDED That the request be declined. (6486)(SEC)

32. DISPOSAL OF ABANDONED VEHICLES

The Secretary to the Council reported that in order to overcome a problem of vehicles being abandoned in land which it owned outside its boundary Southend-on-Sea Borough Council were asking this Council to grant them an Agency in accordance with Section 101 of the Local Government Act 1972. That would enable them to discharge this Authority's functions relating to the removal of abandoned vehicles as contained in Sections 3, 4 and 5 of the Refuse Disposal (Amenity) Act 1978 insofar as the areas of public open space within this District owned and managed by the Borough Council were concerned.

The Committee saw the granting of the request as being in the best interests of both Authorities and it was therefore

RECOMMENDED That the request from Southend-on-Sea Borough Council be granted and the Secretary to the Council be authorised to make the necessary arrangements. (213) (SEC)

33. EXCLUSION OF THE PUBLIC

Resolved that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the Meeting for the following items of business on the grounds that they involve the likely disclosure of Exempt Information as defined in paragraph 9 of Part I of Schedule 12A of the Act.

34. STANDING APPROVED LIST OF CONTRACTORS (Minute 122/89)

The Head of Environmental Services reported in confidence that following Council's agreement to the Approved List of Contractors being revised all the responses to the public notice had been scrutinised to ensure their acceptability and it was

RECOMMENDED That the revised list of contractors be approved. (647)(HES)

35. SELECTION OF CONSULTANTS

The Head of Environmental Services reported in confidence on the preparation of a list of Consultants willing to tender for the preparation of a schedule of rates for building maintenance. Members noted that the firms involved had either provided good quality and reliable specialist services for the Council or were highly recommended by other Local Authorities.

000063

Policy & Resources

RECOMMENDED That approval be given to the list of consultants to tender for the preparation of the Schedule of Rates. (647)(HES)

NOTE: The Chief Executive & Director of Finance exercised his authority under Standing Order 18 to give immediate effect to the foregoing recommendation.

36. TENDERS FOR CONTRACTS

The Secretary to the Council reported in confidence on the following tenders:

(i) Contract No. 1475 - Lift Service and Maintenance

Of five tenders invited for the above contract three had been returned none of which included a contingency sum, and it was

RECOMMENDED That the lowest tender submitted by Hammond & Champness in the sum of £14,560 for a period of two years be accepted subject to contract. (CON.1475)(SEC)

(ii) Contract No. 1477 - Maintenance of Central Heating, Hot Water Services and Air Handling Equipment, AP Schemes and Leisure Buildings

Of five tenders invited for the above contract four had been returned all of which included a contingency sum of £5,000 and it was

RECOMMENDED That the lowest tender submitted by Tilbury Mechanical Services Limited in the sum of £32,653.24 be accepted subject to contract. (CON.1477)(SEC)

(iii) Contract No. 1481 - Improvements to Mill Hall, Rayleigh

Of four tenders invited for the above contract which was to be financed jointly with CIRCA Leisure three had been returned all of which exceeded the financial provision. Discussions had taken place with the lowest tenderer to effect economies by providing for the existing lighting installation to be supplemented rather than replaced and it was

RECOMMENDED That the lowest revised tender submitted by L R Ramoss Contractors Limited in the sum of £63,976.30 be accepted subject to contract. (CON.1481)(SEC)

NOTE: The Chief Executive & Director of Finance exercised his authority under Standing Order 18 to permit immediate acceptance of the lowest tender in all cases.

000064

ROCHFORD DISTRICT COUNCIL

POLICY AND RESOURCES COMMITTEE - 15TH JANUARY 1989

MINUTES OF THE AUDIT PANEL

At a Meeting held on 13th December, 1989.

Present : Councillors C. Black, T. Fawell, D.F. Flack,
J.A. Gibson, Mrs. E.M. Hart, Miss B.G.J. Lovett, and D.C. Wood.

Apologies : Councillors Mrs. P. Cooke and A.J. Harvey.

189 APPOINTMENT OF CHAIRMAN


In the absence of Councillor Harvey it was
Resolved that Councillor J.A. Gibson be appointed to chair the
Meeting

190 MINUTES

Resolved that the Minutes of the Meeting held on 18th October,
1989 be approved as a correct record

191 INFORMATION ITEMS

Members noted four recent publications from the Audit Commission
which had been circulated for their information, namely :

- (i) Urban Regeneration and Economic Development:
The Local Government Dimension.
 - (ii) Developing Community Care for Adults with
a Mental Handicap.
 - (iii) Survey of Local Authority Housing Rent Arrears.
 - (iv) Audit Commission Profile of Rochford District
Council 1989-90.
- 

000065

and were advised with regard to the last item that any substantial variation between figures for this Council and the family average would be reported for review to a future Meeting. In that connection the Panel concurred with the suggestion of a Member that a representative of the Audit Commission be invited to attend to clarify the information contained within the report in graph form.

192 COMPLIANCE WITH PLANNING CONDITIONS (Minute 313(C)(3)/89)

As requested at an earlier Meeting when the Panel had considered the first progress report on the co-ordination of enforcement action by the Litigation Services Manager, the Director of Development reported on the arrangements for securing compliance with planning conditions and the potential for their enhancement in consequence of the introduction of a new computer system and the organisation of additional staff for planning.

193 EXTERNAL AUDIT MANAGEMENT REPORT 1986/87 AND 1987/88


Members noted that Price Waterhouse had been unable to attend this Meeting to present their Reports on the work of the Authority and that arrangements had been made for the matter to be dealt with at the next Meeting.

194 EXCLUSION OF THE PUBLIC

Resolved that under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the Meeting for the following items of business on the grounds that they involve the likely disclosure of Exempt Information as defined in paragraph 8 of Part 1 of Schedule 12A of the Act.

195 1989 REVIEW OF THE COMPUTER FACILITIES MANAGEMENT CONTRACT WITH PERTHCREST LTD.

The Head of Computer Services and Audit reported in confidence on the progress which had been made during the period of the contract to date and on those areas which had been identified as requiring management action to improve the service. The Panel noted the measures being taken in that respect.



196 COMPUTER SERVICE - PERFORMANCE MEASUREMENT (Minute 187)

The Head of Computer Services and Audit reported in confidence on the responses received to the second survey of users of computer systems which indicated an increased level of satisfaction generally. Members were pleased to note also that there had been a higher level of response than before to the survey which could therefore be regarded as more accurate.

197 GENERAL ARRANGMENTS FOR MONITORING SERVICE CONTRACT PERFORMANCE

The Head of Computer Services and Audit reported in confidence that consideration of various contracts by the Committees involved had identified a need for supervisory arrangements to be amended in certain respects and on the action being taken to achieve that requirement. The Panel were pleased to note that the approach being adopted was consistent with current advice from the Audit Commission which would be considered in more detail at the next Meeting

198 CLOSED CIRCUIT TELEVISION SYSTEM

Arising out of concern expressed in the previous cycle regarding teething problems which had been encountered with the new system in the Council Chamber the opportunity was taken to demonstrate to the satisfaction of the Audit Panel that the necessary remedial action had been taken



ROCHFORD DISTRICT COUNCIL

POLICY AND RESOURCES COMMITTEE - 23RD JANUARY 1990

MINUTES OF THE STAFFING SUB-COMMITTEE

At a Meeting held on 9th January 1990. Present: Councillors A.J. Harvey (Chairman), T. Fawell, D.R. Helson, Mrs. S.J. Lemon, Miss B.G.J. Lovett, J.A. Sheaf and D.C. Wood.

328. MINUTES

The Minutes of the Meetings held on 20th and 27th November 1989 were approved as a correct record.

329. EXCLUSION OF THE PUBLIC

Resolved that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the Meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraph 11 of Part I of Schedule 12A of the Act.

330. LOCAL GOVERNMENT AND HOUSING ACT 1989 - POLITICAL RESTRICTIONS ON CERTAIN LOCAL AUTHORITY OFFICERS

- (a) The Sub-Committee were reminded that Sections 1-3 of this Act imposed restrictions on the participation of certain Officers in political activity and required the Council to prepare a list of politically sensitive posts by 29th January 1990. Council gave the Sub-Committee delegated powers (Minute 630/89) to approve the list on its behalf.
- (b) Generally speaking the Act applied the restrictions automatically to all Chief Officers, Deputy Chief Officers and all other Officers exercising delegated powers on the Council's behalf and none of these categories were required to be listed. However, the effect of the new provisions was to amend the conditions of service and contracts of employment of the staff in these groups and it was important therefore that the Sub-Committee identified every post concerned.

The meaning of Deputy Chief Officer in the Act was actually different from the normal Local Government understanding of the term and applied to all staff who reported directly to a Chief Officer for all or most of their duties provided it was not solely in the nature of secretarial, clerical or support services. There were a number of staff who the Sub-Committee agreed fell within this definition.

As to delegations to Officers some updating was required for recent restructurings and new posts and the Sub-Committee took into account these changes in delegation which were the subject of a report being made to the next meeting of the Policy & Resources Committee.

All of the posts to which the restrictions apply automatically appear in Appendix I hereto including those delegations which have yet to be approved by the Policy & Resources Committee. The Sub-Committee agreed that it was essential to have a current delegations register in existence prior to 29th January 1990 and it was

000068

RECOMMENDED That the Policy & Resources Committee be asked to request the Chief Executive & Director of Finance to exercise his powers under Standing Order 18 to implement immediately the proposed changes in delegation being considered by them on 23rd January 1990.

- (c) The Act also automatically applied the political restriction provisions to staff earning £19,500 per annum or more but there was a right of exemption from the restriction on application by the postholder to an Independent Adjudicator on the grounds that it was not a politically sensitive post measured against the criteria in the Act. The Act required the Authority to identify posts with a salary of less than £19,500 per annum which it regarded as politically sensitive against the same criteria. Here again there was a right of appeal to the Independent Adjudicator to give a direction as to whether or not the post was politically sensitive. The Sub-Committee appreciated that some staff who would otherwise have fallen within these categories had already been identified as politically restricted by the "deputy" definition or by having delegated powers.
- (d) The Sub-Committee approved the posts of £19,500 and over requiring to be listed as set out in Appendix II and agreed that the listing was consistent with the criteria in the Act, i.e. - the duties involve one or both of the following:-


"(a) Giving advice on a regular basis to the Authority themselves, to any Committee or Sub-Committee of the Authority or to any joint Committee on which the Authority are represented;

(b) Speaking on behalf of the Authority on a regular basis to journalists or broadcasters."

All these postholders advised Committees. Because the individuals concerned would have the right of appeal to the Independent Adjudicator to have their post exempted from the political restrictions provisions and would require a Certificate of Opinion from the Council as to whether it considered the post to be politically sensitive, the Sub-Committee authorised the Chief Executive & Director of Finance to issue such Certificates upon request and to provide such other information as might be required by the Independent Adjudicator in order that he might reach a decision on an application. The Chief Executive & Director of Finance was also authorised to amend the list in compliance with any directions given by the Adjudicator.

The Sub-Committee noted that this list would change through the mechanism of annual increments, through regradings or restructurings, new personnel at lower or higher spinal column points etc., and authorised the Chief Executive & Director of Finance to revise the list in respect of such consequential changes. They agreed to seek delegated authority for themselves to review the list from time to time against the criteria in the Act.

RECOMMENDED That delegated authority be given to the Sub-Committee to conduct reviews of the list of politically restricted posts from time to time.



000069

- (e) There were no posts of under £19,500 per annum requiring to be listed at the present time but it might at some stage involve Officers on lower grades who advise Committees and the Council had therefore to put the necessary procedures and authorisations in place to deal with any such listings which might be necessary in the future.

The Sub-Committee:

- (i) Agreed that there were no posts under £19,500 per annum requiring to be listed for the time being;
- (ii) Authorised the Chief Executive & Director of Finance to provide the information required by the Independent Adjudicator for consideration of any request for the issue of a direction by him from an individual member of staff for exemption and to amend the list pursuant to any directions given by the Adjudicator;
- (iii) Authorised the Chief Executive & Director of Finance to keep the list up-to-date in relation to the consequential matters mentioned in paragraph (d) above;
- (iv) Seek delegated authority to review the list periodically and also to make any necessary deletions or additions which might result from changes in the nature and duties of the posts.

RECOMMENDED That delegated authority be given to the Sub-Committee as aforesaid.

- (f) It was possible that other posts might have to be included in the list because the Act provided for third parties to seek the listing of certain posts by reference to the Independent Adjudicator who had the power to issue a direction that the post be included in the list. The Council was under a duty to comply.
- (g) As mentioned above the Act altered the terms of appointment and conditions of employment of every person occupying a politically restricted post. All persons affected would need to be notified immediately and their contracts of employment amended accordingly. Those that were actually listed would need to be given advice on their rights of appeal to the Independent Adjudicator for a direction. The Sub-Committee authorised the Chief Executive & Director of Finance and Secretary to the Council to proceed accordingly.
- (h) The Act required the list as approved by the Sub-Committee to be provided to the proper Officer (the Secretary to the Council), placed on deposit before 29th January 1990 and made available thereafter for inspection by any person interested in seeing it. The Council was empowered to make a charge for such inspections but it was not its normal practice to do so. There was also a right for any person to make copies of the list and, if Council photocopying facilities were used, the usual charge of 10 pence per page would be made. The Sub-Committee approved these arrangements.
- (i) Because of the need to respond quickly to any appeal against inclusion in the list the Chief Executive & Director of Finance pursuant to Standing Order 42 nominated the Secretary to the Council to act in his stead in respect of all of the foregoing delegations.

000070

RECOMMENDED (1) That all the foregoing delegations to the Chief Executive & Director of Finance be approved.

(2) That the Chief Executive & Director of Finance's nomination of the Secretary to the Council under Standing Order 42 be approved in respect of these delegations.


- (j) The Sub-Committee then turned their minds to the advice contained in the Staff Handbook. This document, which was issued to all members of the Council's staff, set out the Council's policy on personnel matters in areas where the National Scheme of Conditions of Service gave local discretion and explained the view the Council took as an employer on particular matters. It included a section on Secondary Employment which made passing reference to political appointments. Clearly this advice would now need to be amplified to specifically exclude any politically restricted posts. The Sub-Committee accepted however that there had been a tradition in British democratic institutions that the permanent staff were impartial whatever the political complexion of their masters. Changes in practice in some Authorities had caused Parliament to make law what had previously been accepted by convention. Whilst the new legal restrictions applied to defined posts, the Sub-Committee were of the view that the principle of impartiality in the provision of services to the public remained of vital importance.

The Council currently discouraged staff at all levels from accepting political appointments, paid or otherwise, and the Sub-Committee could see no reason why the Council should now vary this advice because there was little doubt that political activity at any level could bring the employee into conflict with the Council or raise questions of public confidence and it was, therefore, an area where caution still needed to be exercised. The Sub-Committee asked that an amendment to the Staff Handbook be prepared along these lines which would need to be agreed with the Staff Side.

331. APPOINTMENT OF POLITICAL ASSISTANTS

At the conclusion of the Meeting the Chairman asked that the Sub-Committee consider this subject. Section 9 of the Act allowed the Authority the discretion to appoint up to three political assistants who would work directly for the groups on the Council. No group could have more than one assistant and subject to the overall limit of three the opportunity had to be available to all groups comprising at least one-tenth of the whole Council. The Sub-Committee shared the hope of the Chairman that the Council would not exercise this discretion.

RECOMMENDED That the Council take no steps to use its discretion under Section 9 of the Local Government and Housing Act 1989.



ROCHFORD DISTRICT COUNCIL

POLITICALLY RESTRICTED POSTS - CHIEF OFFICER, DEPUTY CHIEF
OFFICER AND OFFICERS EXERCISING DELEGATED POWERS

Note: Posts to which new delegation is to be recommended to the
Policy & Resources Committee are marked +

1. Chief Officers

Chief Executive (and Head of Authority's Paid Service) (Post C 1)

Assistant Chief Executive (Post CA 1)

Head of Computer Services & Audit (Post C 3)

Treasurer (Post F 1)

Director of Development (Post TP 1)

Head of Environmental Services (Post ES 1)

Secretary to the Council (and Monitoring Officer) (Post CS 1)

Chief Housing Manager (Post CH 1)

Solicitor (Post CS 2)

Managers of Service (Deputy Chief Officers)

Finance

Financial Services Manager (Post F 2)

Revenues Manager (Post F 3)

Development

Planning Services Manager (Post TP 18)

Environmental Health Services Manager (Post ES 2)

Secretary's

Committee Services Manager (Post CS 4)

Litigation Services Manager (Post CS 12)



000072

2. Other "deputy" definitions

Chief Executive & Director of Finance

Personal Assistant/Secretary (Post C 2)

Assistant Chief Executive

Secretary/Personal Assistant (Post CA 2)

Senior Assistant (Post CA 4)

Chief Assistant (Post CA 8)

Services Manager (Post CA 10)

Administrative Assistant (Post CA 31)

Head of Computer Services & Audit

Principal Computer Officer (Post C 5)

Secretary/Administrative Assistant (Post C 7)

Audit Assistants (Posts C 6 and C 8)

Treasurer

Secretary (Post F 7)

Director of Development

Development

Building Control Manager (Post TP 2) +

Secretary (Post TP 29)

Woodlands Officer (Post TP 33W)

Environmental Services

Secretary/Personal Assistant (Post ES 33)

000073

Secretary's Directorate

Secretary/Personal Assistant (Post CS 6)

Personnel Officer (Post CS 8)

Solicitor

Assistant Solicitor (Post CS 3) +

Chief Assistant (Legal) (Post CS 10)

Chief Assistant (Estates & Conveyancing) (Post CS 11)

Housing

Housing Manager (Post CH 2)

Secretary/Personal Assistant (Post CH 3)

3. Officers to whom the Council has delegated powers
(Chief Officers and Managers of Service excluded but other
"deputies" included)

Chief Executive & Director of Finance's Department (Finance)

Chief Assistant (Income) (Post F 5)

Cashier (Post F 23)

Senior Recovery Officer (Post F 44) +

Senior Registration Assistant (Post F 53)

Chief Cashier (Post F 75)

Directorate of Development

Development

Building Control Manager (Post TP 2) +

Assistant Building Control Manager (Post TP 3) +

Senior Building Control Officers (Posts TP 4, TP 5, TP 6 and TP 7) +

Senior Technical Assistant (Development Monitoring) (Post TP 8)

Chief Assistant (Forward Planning) (Post TP 10)

Senior Assistant (Development Control) (Post TP 11) +

Senior Planning Officer (Conservation) (Post TP 12)

000074

Planning Assistants (Control) (Posts TP 13 and TP 14) +
Chief Assistant (Policy & Research) (Post TP 15)
Planning Assistant (Post TP 16) +
Chief Assistant (Development Control) (Post TP 17) +
Senior Planner (Development Control) (Post TP 20)
Planning Assistant (Control) (Post TP 21) +
Chief Assistant (Control) (Post TP 41) +

Environmental Services

District Environmental Health Officer (Post ES 3)
Senior Environmental Health Officers (Posts ES 4 and ES 5)
Chief Assistant (Health) (Post ES 6)
Environmental Health Assistants (Posts ES 8, ES 9, ES 10 and ES 11)
Technical Assistant (Enforcement) (Posts ES 31 and ES 32)

Secretary's Directorate

Solicitor

Assistant Solicitor (Post CS 3) +
Chief Assistant (Legal) (Post CS 10)
Chief Assistant (Estates & Conveyancing) (Post CS 11)
Senior Legal Assistant (Post CS 19)

Housing

Housing Manager (Post CH 2)



APPENDIX 11

ROCHFORD DISTRICT COUNCIL

LIST OF POLITICALLY RESTRICTED POSTS PURSUANT TO SECTION 2 (4) OF
THE LOCAL GOVERNMENT & HOUSING ACT 1989

Posts over £19,500 per annum

Directorate of Development

Environmental Services

1. Chief Building Surveyor (Post ES 12)
2. Chief Assistant (Architecture) (Post ES 18)
3. Chief Assistant (Engineering) (Post ES 22)

Posts under £19,500 per annum

NONE



list.lpr

000076

[illegible]

REF. NO.	PROJECT	NOTES	TOTAL COST	1989/90 REV. EST.	1990/91 ESTIMATE	1991/92 ESTIMATE	1992/93 ESTIMATE	FIN.
	HOUSING REPAIRS & IMPROVEMENTS							
	RETENTIONS			18,000	10,000	10,000	10,000	
	WINDOW REPLACEMENT			181,000	240,000	200,000	200,000	
	RE - ROOFING			62,000	60,000	60,000	60,000	
	CENTRAL HEATING - REPLACEMENT			86,000	60,000	60,000	60,000	
	OTHER MAJOR REPAIRS			102,000	40,000	40,000	40,000	
	ADAPTIONS FOR DISABLED			62,000	40,000	40,000	40,000	
	PT. 2 IMPROVEMENTS TO FIRE ALARMS			-	30,000	-	-	
	RENOVATION AND IMPROVEMENT GRANTS			155,000	150,000	100,000	100,000	
	TOTAL HOUSING REPAIRS ETC.			666,000	630,000	510,000	510,000	
	TOTAL HOUSING PROGRAMME			2,086,500	1,880,000	1,370,000	1,370,000	

62000000079

REF.	PROJECT	NOTES	TOTAL	1989/90	1990/91	1991/92	1992/93	FIN.
NO.			COST	REV. EST.	ESTIMATE	ESTIMATE	ESTIMATE	
	OTHER SERVICES - LEISURE CONTRACT							
	ENERGY CONSERVATION WORKS - CLEMENTS HALL	CIRCA - 50%		30,000	-	-	-	
	FITNESS SUITE / CRECHE - CLEMENTS HALL	CIRCA - 100%		-	93,000	-	-	
	COLD STORE - CLEMENTS HALL	CIRCA - 100%		7,000	-	-	-	
	STAIRCASE - FREIGHT HOUSE	CIRCA - 50%		6,000	-	-	-	
	STAGE, CURTAINS ETC - MILL HALL	CIRCA - 50%		64,000	-	-	-	
	ST. MAKERING SPORTS HALL - LINK			-	7,000	-	-	
	TOTAL LEISURE CONTRACT			107,000	100,000	-	-	

080000

A

REF. NO.	PROJECT	NOTES	TOTAL COST	1989/90 REV. EST.	1990/91 ESTIMATE	1991/92 ESTIMATE	1992/93 ESTIMATE	FIN.
	OTHER SERVICES							
	COMMUNITY CHARGE			648,000	15,000	-	-	
	EMERGENCY CENTRE	75 % GRANT FUNDED		30,000	338,000	58,000	-	
	POOLES LANE CAR PARK			25,000	-	-	-	
	GENERAL SEWERAGE			20,000	20,000	20,000	20,000	
	PLAYGROUND EQUIPMENT			30,000	30,000	30,000	30,000	
	FENCING/DOG FOULING			15,000	-	-	-	
	SWEYNE PARK			42,000	92,000	50,000	50,000	
	HULLBRIDGE FORESHORE - ACQUISITION AND WORKS			20,000	50,000	10,000	-	
	RAMRETH PAVILION			-	-	130,000	-	
	PURDEYS - FENCING			-	20,000	-	-	
	CAR PARK - BACK LANE EXTENSION			-	25,000	-	-	
	CAR PARK IMPROVEMENTS - GENERAL			30,000	15,000	10,000	10,000	
	RETENTIONS			13,000	10,000	10,000	10,000	
	CONSERVATION GRANTS			13,000	20,000	15,000	15,000	
	COUNCIL CHAMBER IMPROVEMENTS			35,000	-	-	-	
	OTHER SERVICES (CONTINUED OVER PAGE)							

000081

REF. NO.	PROJECT	NOTES	TOTAL COST	1989/90 REV. EST.	1990/91 ESTIMATE	1991/92 ESTIMATE	1992/93 ESTIMATE	FIN.
	TOTAL OTHER SERVICES CONTINUED							
	FENCING OF COUNCIL LAND			10,000	20,000	20,000	20,000	
	GRANTS - VILLAGE HALLS			8,000	-	-	-	
	ASTRO TURF - CLEMENTS HALL			20,000	15,000	-	-	
	PARKLAND							
	OPEN SPACES - LAND ACQUISITION AND DEVELOPMENT	ON - GOING PROGRAMME		60,000	99,500	90,500	105,000	
	WYBURNS							
	GLENCROFT							
	PLUMBEROW MOUNT							
	DOSSETTS POND							
	RECREATION GROUNDS - FENCING & WORKS	ON - GOING PROGRAMME		30,000	40,000	20,000	20,000	
	TOTAL OTHER SERVICES PROGRAMME			1,156,000	909,500	463,500	280,000	

000082

ROCHFORD DISTRICT COUNCIL

POLICY AND RESOURCES COMMITTEE - 23 JANUARY 1990

REPORT OF THE TREASURER

HOUSING RENTS 1990/91

As Members are aware, the system of financing local government will undergo radical change with effect from 1 April 1990. Housing Revenue, General Revenue and Capital expenditure will be affected by the new changes, the main details of which were only released from the Department of the Environment just prior to Christmas.

The Secretary of State for the Environment has issued further consultation papers with regard to the factors affecting the calculation of housing subsidy. This paper assumes an average 1990/91 rent of £27.43 per week. This compares to the current actual average rent of £23.84 per week, representing a 15% increase. Members may be aware that figures issued by the Department of the Environment and published in the local press indicate a rent increase of 12.7% for Rochford. This figure assumes that the average rent for the current year is £24.33, not the actual average of £23.84. This discrepancy arises due to the fact that the DoE calculates a simple average of the total estimated rent debit divided by the number of dwellings estimated as at 1 April and 31 March divided by 2. The actual average rent is, therefore, bound to differ throughout the year as properties are sold.

The allowance for management and maintenance has been set at £611.46 per dwelling per annum. The effect of these proposals produces an estimated housing subsidy figure of £1.682m., representing £1.5m. in support of rent rebates and £0.182m. towards the cost of providing rented accommodation. This represents a reduction in housing subsidy of over £200,000.

All of the above factors, however, are notional figures used only to calculate Rochford's entitlement to Housing Subsidy. They have no real bearing on the actual rent levels required to balance the account. True rent levels are determined wholly by the amounts of actual net expenditure incurred by the Housing Revenue Account. The Appendix attached shows a summarised account for 1989/90 and 1990/91, taking into account all of the factors detailed in this report. For 1990/91 a rent increase of 19% will be required in order to meet net expenditure and commence building a realistic level of working balance.

From 1 April 1990, the Housing Revenue Account becomes "ring fenced" and it will no longer be possible to transfer money to or from the account unless directed by the Secretary of State for the Environment. It is, therefore, essential to build up an adequate level of working balance on the account. The maximum balance allowed under the new legislation is £150 per property, equating to a total of £335,000. Whilst it is not anticipated to be necessary to provide a balance of this magnitude, it would be prudent to build up the balance over the next three years to around 5% of expenditure, or £270,000 at 1990/91 outturn prices.

006083

Government Ministers have stated that all public sector house rents should move towards market levels over the next few years. At present, garage rents are considerably below those in the private sector. The Chief Officers believe that this is inconsistent with current thinking and, therefore, garage rents should be increased accordingly. It is proposed that, over the next three years, garage rents be increased to market levels.

The draft Housing Revenue Account appended to this report has been constructed using the following criteria:-

Inflation - 8%

Loans pool rate - 10%

Minimum principal repayment of 2% as directed by the Secretary of State for the Environment

Rent increase average of £4.52 per week (19%)


Garage rent increase of £1.00 per week

Welfare charges increase sufficiently to recover costs

Provide a first year working balance of £71,000.

Tenants in receipt of housing benefit will have the majority of the proposed increases rebated.

RECOMMENDED:-

1. That house rents be increased by an average of £4.52 (19%) per week with effect from 2 April 1990.
 2. That service charges be increased sufficiently to recover costs with effect from 2 April 1990.
 3. That over the next three years garage rents become comparable with the market. As the first stage of this process garage rents be increased by £1.00 per week with effect from 2 April 1990.
 4. That house rents of Finchfield bungalows be increased by 19% with effect from 2 April 1990.
- 

000084

APPENDIX

Housing Revenue Account

	1989/90		1990/91
	Estimate	Revised	Estimate
	£000	£000	£000
Expenditure			
Housing Supervision and Management:			
General	336	352	363
Special	539	544	591
Repairs	934	941	1032
Debt Charges	2150	2014	1986
RCCO	170	170	150
GRF Net Contribution	83	76	-
Rent Rebates	1400	1400	1500
Other	<u>142</u>	<u>149</u>	<u>19</u>
	<u>5754</u>	<u>5646</u>	<u>5641</u>
	-----	-----	-----
Income			
Rents	3220	3176	3735
Interest	646	674	286
Housing Subsidy			
Rebates	1400	1400	1500
Other	484	384	182
Other	<u>4</u>	<u>4</u>	<u>8</u>
	<u>5754</u>	<u>5638</u>	<u>5711</u>
	-----	-----	-----
Net Income/(Expenditure)	<u>-</u>	<u>(8)</u>	<u>70</u>
	-----	-----	-----
Housing Revenue Account Balances			
Brought Forward	5	9	1
Net Income/(Expenditure)	<u>-</u>	<u>(8)</u>	<u>70</u>
Balance Carried Forward	<u>5</u>	<u>1</u>	<u>71</u>
	-----	-----	-----

SCALE OF CHARGES 1990/91HEALTH & HOUSING SERVICES COMMITTEE (S) = Statutory Charge

	<u>Proposed</u> <u>Charge</u>	<u>%</u> <u>Increase</u>
<u>CEMETERIES, HOCKLEY ROAD, RAYLEIGH and</u>		
<u>HALL ROAD, ROCHFORD</u>		
<u>Charges exempt from V.A.T.</u>		
<u>Interments in graves or vaults for which</u>	£	
<u>exclusive right of burial has been granted</u>		
<u>Interment Fee (new grave or re-open)</u>		
Still Born - under 1 month	20.00	-
Under 12 years	50.00	-
Over 12 years	140.00	-
Exclusive right of burial	200.00	25
(50% reduction for child under 12 buried in children's area)		
Re-opening a walled grave	160.00	14.28
For the interment of a cremation casket in a purchased grave.	60.00	-
<u>Interments in Cremation Plots with or without</u>		
<u>exclusive rights of burial</u>		
<u>Interment Fee (new grave or re-open)</u>	70.00	11.11
<u>Exclusive right of burial</u>	100.00	11.11
<u>Excavation Charges</u>		
For one interment 1.4m	45.00	12.5
For two interments 1.8m	60.00	9
For three interments 2.2m	75.00	7.14
For four interments 2.6m	90.00	5.88
<u>Interments - In graves for which no</u>		
<u>exclusive right of burial has been granted</u>		
<u>(includes all charges for excavation)</u>		
<u>Interment Fee - Still Born/Under 1 month</u>	30.00	50
- Under 12 years	60.00	20
- Over 12 years	140.00	-
<u>Monuments, Gravestones, Tablets and</u>		
<u>Monumental Inscriptions</u>		
For the right to erect or place:-		
A flat stone not exceeding 60cm x 45cm	35.00	16.66
A headstone - Up to 90cm	35.00	16.66
- Each 30cm or part above 90cm	15.00	50
A nameplate of any description (other than a headstone)	35.00	16.66
Kerbstone or border stone (Height not exceeding 30cm)	70.00	16.66
A tablet or vase (not exceeding 90cm)	30.00	20
A cross - under 60cm	30.00	20
- over 60cm but not exceeding 1.5m	45.00	12.5

<u>CEMETERIES, HOCKLEY ROAD/HALL ROAD (Continued)</u>	<u>Proposed Charge £</u>	<u>% Increase</u>
Any additional inscription on a gravestone, tablet or monument	15.00	25
Kerbstone or Border Stone (Height not exceeding 30cm) Child's Plot	35.00	16.66
A flower vase or tablet (45cm x 37cm) on a grave in which the exclusive right of burial has not been purchased.	20.00	17.64
A memorial vase (37cm long x 22cm wide x 30cm high or 60cm long x 22cm wide x 30cm high) and inscription panel for cremation plot.	20.00	17.64
Kerbstone around a cremation plot	35.00	16.66
NOTE - <u>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</u>		

Exhumation Charges

Each exhumation will be recharged on an actual cost basis

Additional fees fixed by the Council

Saturday morning burials	40.00	14.28
Interments Registration fee (new grave or re-open)	15.00	-
Registering Transfer of Grant	15.00	-
Every additional Certificate of Burial	3.00	33.33
Certificate of Ownership of Grant	3.00	33.33
Every search for the first year and subsequent years	3.00	33.33

Fees payable for the Maintenance of Graves, etc.

Charges where V.A.T. must be added

Banking and Turfing Grave	20.00	11.11
Banking and Turfing with soil centre	20.00	11.11
Upkeep, cutting and weeding (per annum)	20.00	11.11
Upkeep for 30 years, including washing monument	200.00	-
Washing monument (per occasion)	8.00	14.29
Washing monument (at irregular intervals per annum)	20.00	11.11

LICENCESCharges exempt from V.A.T.

	<u>Proposed</u> <u>Charge</u> £	<u>%</u> <u>Increase</u>
Dangerous Wild Animals Act 1976) Plus	31.00	8.7
Animal Boarding Establishments Act 1963) Consultants	29.50	5.3
Riding Establishments Act 1964) Fees	78.00	6.8
Pet Animals Act 1951	25.50	8.5
Breeding of Dogs Act 1973	25.50	8.5

Licensing of Places of Public Entertainment & Indoor Sport

- First grant of Licence	123.00	12.8
- Renewal of Licence	75.50	16.15
- Occasional Licence (up to 7 days)	76.00	16.0
- Boxing, Judo or Wrestling (as above plus)	18.00	5.88
- Other indoor sports (" " ")	18.00	5.88
- Stage Plays (" " ")	18.00	5.88
- Cinematograph (" " ")	18.00	5.88
- Grant or Renewal of Sunday Musical Entertainment Licence	12.00	9.1
- Transfer of Licence	12.00	9.1
- Variation of Licence	56.00	7.7

Slaughterman's Licence

- Licence to Slaughter	6.00	-
- For subsequent renewals	6.00	-

Game Dealer's Licence

Game Dealer's Certificate	(S) 0.25	-
Licence to deal in Game	(S) 6.00	-

Licence to kill game

- whole year	(S) 6.00	-
- 1st August to 31st October	(S) 4.00	-
- 1st November to 31st July	(S) 4.00	-
- Occasional 14 days	(S) 2.00	-

Lotteries & Amusements Act 1976) Initial Licence

Society Lottery Licence) Renewal	(S) 12.50	-
Late Night Refreshments House Licence	15.00	15.38
Gaming Machine permit	(S) 25.00	-
Sex Establishment Licence	108.00	8.0
Ear Piercing & Electrolysis Treatment Registration	35.50	7.57
Food Hawkers Registration	35.50	7.57

Licensing Act 1988

- Certificates of Suitability - Grant of Certificate	115.00	5.5
- Renewal	70.50	6.87
- Variation	56.00	7.69

009088

<u>PEST CONTROL</u>	<u>Proposed</u>	<u>%</u>
(Charges where VAT must be added)	<u>Charge</u>	<u>Increase</u>
	£	
<u>Rodent Control</u>		
Commercial premises - per hour (min. charge)	18.60	14.1
Domestic premises	No Charge	-
De-ratting of ships and aircraft	46.00	2.22
	Plus additional charges on an actual cost basis	
<u>Insect Infestation</u>		
All properties	14.50	7.4
<u>HOUSE PURCHASE LOANS</u>		
(Charges where VAT must be added)		
Premature Redemption Charge	29.00	7.4
" " " (where amount outstanding is less than £500)	NIL	
Second Enquiry Charge	29.00	7.4
<u>MISCELLANEOUS CHARGES</u>		
Guest Room Accommodation Charge - per night	3.25	8.33
Export of Food Documentation	8.50	6.25
(provision and/or authorisation, plus additional fees recharged on an actual cost basis).		
Sale of Wheeled Bins (plus V.A.T.) *	48.00	6.66
*New contract price plus delivery		

000089

POLICY AND RESOURCES COMMITTEE (S) = Statutory Charge

Proposed
Charge

%
Increase

LOCAL LAND CHARGES

Charges exempt from VAT except where stated

	£	
(a) Search Fees		
Registration of a charge in Part 11 of the Register	(S) 45.00	12.5
Filing a definitive certificate of the Lands Tribunal under rule 10(3)	(S) 1.60	10.34
Filing a judgment order of application for the variation or cancellation of any entry in Part 11 of the Register	(S) 4.80	12.94
Inspection of documents filed under rule 10 in respect of each parcel of land	(S) 1.60	10.34
Personal search in the whole or in part of the Register	(S) 5.00	400
and in addition in respect of each parcel of land above one, where under rule 11(3) the search extends to more than one parcel, subject to a maximum of £5.50	(S) 0.60	20
Official Search (including issue of official certificate)		
(a) in the whole of the Register	(S) 3.70	12.12
(b) in any one part of the Register	(S) 1.40	12
and in addition in respect of each parcel of land above one, where under rule 11(3) more than one parcel is included in the same requisition (whether the requisition is for a search in the whole or in any part of the Register) subject to a maximum of £8.50	(S) 0.60	20
Office copy of any entry in the Register (not including a copy or extract of any plan or document filed pursuant to these Rules)	(S) 1.00	11.11
Office copy of any plan or other document filed pursuant to these Rules		

Such reasonable fees as may be fixed by the registering authority according to the time and work involved.

000030

<u>LOCAL LAND CHARGES (Continued)</u>	<u>Proposed Charge</u>	<u>% Increase</u>
(b) Fees for Supplementary Enquiries	£	
Part I - (a) where relating to one parcel of land only, as defined in Rule 2(2).	(S) 20.35	69.6
(b) where relating to several parcels of land (which a single requisition for an Official Search would cover) and delivered on a single form:-		
for the first parcel of land	(S) 20.35	69.6
for each additional parcel of land (provided that where the fee on that basis would exceed £100.00, the amount is to be fixed by arrangement between the solicitors and the District Council)		
Part II - where relating to one parcel of land only or to several parcels (as above-mentioned) and delivered on a single form:-		
for each printed enquiry numbered in the form	(S) 1.60	77.8
for any and each further enquiry added by solicitors and which the Council is willing to answer	(S) 3.75	66.7

The Rules referred to above are the Local Land Charges (Amendment) Rules 1989

COUNCIL MINUTES, ETC (Charges exclusive of VAT)

Parish List - Yearly Charge	75.00	7.14
Agendas/Minutes (Full Set) - Yearly Charge	75.00	7.14
Agendas/Minutes (One Committee) - Yearly Charge	25.00	8.69
Agendas/Minutes (Per Copy)	5.00	5.26
Administrative and Postage Charge (Where copies are supplied free)	15.00	9.09
Committee Report Background Papers		
- Inspection Fee (per item)	0.30	-

CONCESSIONARY FARES

Bus Pass	16.50#	22.22
Rail Card	3.00#	-

* The charge for Concessionary Travel is to represent 1/3rd of the cost to the Council (rounded down to the nearest 50p).

000091

POLICY AND RESOURCES COMMITTEE (Continued)

	<u>Proposed</u> <u>Charge</u>	<u>%</u> <u>Increase</u>
<u>COPY DOCUMENTS (VAT absorbed on items under £1.00)</u>	£	
Copies of Planning Consents, Building Regulations,) Stop Notices, Tree Preservation Orders or any other) similar statutory notice, order or document.)	4.00 plus 0.25 per subsequent document.	8
Public Path Orders	1.00	-
Casual Photocopying of Documents (per sheet)	0.10	-
Ordnance Survey Sheets (including V.A.T.)	9.20	8
Plans (including V.A.T.)	8.10	8

CAR PARKS

(Charges where V.A.T. must be added except
where indicated #)

Charges apply to the following car parks:-

Back Lane, Rochford
The Approach, Rayleigh
Bellingham Lane, Rayleigh
Castle Road, Rayleigh
Websters Way, Rayleigh
The Market, Rayleigh
Southend Road, Hockley

Daily up to 1 hour)
 1 hour to 2 hours)
 2 hours to 4 hours)
 Over 4 hours)

Weekly Tickets

Season Tickets - Quarterly)
 - Annual)
 - Quarterly)
 - Annual)
 - non-resident - quarterly)
 - non-resident - annual)

Alternative uses (Commercial)

Initial Administration charge)
Barrier Removal/Replacement Charge)
Car Park Space/Day Charge)

MISCELLANEOUS ITEMS

Sale of Rock Salt (per $\frac{1}{2}$ cwt)	2.50	-
Data Protection Act - Search Fee	10.00#	-
Meals on Wheels (This is a recommended charge to the Organisers of the meals on wheels service)	6.66	-

00003280


6.66

POLICY AND RESOURCES COMMITTEE (Continued)

	<u>Proposed</u> <u>Charge</u>	<u>%</u> <u>Increase</u>
<u>HIRE OF THE CIVIC SUITE</u>		
(Per 3 Hour Session)	£	
Room 1	4.20	7.69
Room 2	6.15	7.89
Room 3	8.00	8.11
Room 4	9.00	7.14
Room 5	8.00	8.11
Robing Room	6.15	7.89

A 50% reduction in hall hire will apply to hirers who are Registered Charities or Organisations and who hold a registration exemption certificate.

All charges for commercial use will be increased by 100%.



000093

LEISURE SERVICES COMMITTEE (Other than Leisure Contract)

OUTDOOR SPORTING FACILITIES

BOWLING GREEN OR CROQUET LAWN

Club Hire (V.A.T. applicable or not, depending
on frequency of hire)

	<u>Proposed</u> <u>Charge</u> £	<u>%</u> <u>Increase</u>
Per rink per day	5.60	6.67

Casual Hire (inclusive of V.A.T.)

Per rink per day	7.30	7.35
------------------	------	------

Per rink per 2 hours	4.50	7.14
----------------------	------	------

Per person (singles session)	1.70	6.25
------------------------------	------	------

Hire of Equipment

Woods and slips per session	1.00	-
-----------------------------	------	---

CRICKET (charges exempt from V.A.T.)

(V.A.T. RULES MUST BE ADHERED TO)

Class 'A' Pitch

Exclusive use of pitch	460.00	6.97
------------------------	--------	------

Alternate use of pitch	240.00	9.09
------------------------	--------	------

Class 'B' Pitch

Exclusive use of pitch	370.00	8.82
------------------------	--------	------

Alternate use of pitch	190.00	8.57
------------------------	--------	------

Casual Lettings (including Pavilion)

(where V.A.T. must be added)

- Full Day	50.00	11.11
------------	-------	-------

- Bank Holiday	65.00	8.33
----------------	-------	------

- Afternoons (Mid Week and Saturdays)	30.00	7.14
---------------------------------------	-------	------

- Afternoons (Sunday)	45.00	13.16
-----------------------	-------	-------

- Evenings	30.00	7.14
------------	-------	------

Artificial Wicket	30.00	7.14
-------------------	-------	------

HOCKEY (charges exempt from V.A.T.)

Exclusive use of pitch	315.00	8.62
------------------------	--------	------

Alternate use of pitch	160.00	6.66
------------------------	--------	------

Casual Lettings including Pavilion

(Where V.A.T. must be added)	30.00	20
------------------------------	-------	----

000034

OUTDOOR SPORTING FACILITIES (Cont.)

FOOTBALL/RUGBY (Charges exempt from V.A.T.)

	Saturday £	Maximum % inc.	Sunday £	% inc.
Exclusive use of pitch				
- Class 'A' Pitch	524.00	8	567.00	8
- Class 'B' Pitch	378.00	8	408.00	8
Alternate use of pitch				
- Class 'A' Pitch	265.00	8	281.00	8
- Class 'B' Pitch	189.00	8	211.00	8
Casual Lettings including Pavilion (where V.A.T. must be added)				
- Adults	38.00	8	43.00	8
- Juniors	25.00	8	31.00	8

Notes: Junior Teams 40% less on use of Senior Pitches

Established Junior Pitches

Exclusive use of pitch				
- Class 'A' Pitch	286.00	8	324.00	8
- Class 'B' Pitch	194.00	8	227.00	8
Alternate use of pitch				
- Class 'A' Pitch	146.00	8	167.00	8
- Class 'B' Pitch	103.00	8	113.00	8
- Cubs use	86.00	8	-	8

(Exclusive use by Cub Scout League 80% of junior charge)

PAVILION HIRE (including Changing Rooms)

- per 3 hour session	-	-	21.00	8
<u>Playgroups</u>				
Pre-School Morning Session	-	-	6.75	8
Afternoon Session	-	-	5.70	8
Mother & Child Morning Session	-	-	6.75	8
Afternoon Session	-	-	5.70	8

Note:- All playgroups using pavilions for five or more sessions per week will have a 10% reduction in the booking fee (Minute 344/83 refers).

TENNIS

Casual Bookings (55 min. Sessions)

(Charges where V.A.T. is absorbed)

Per Court, - Adult) Any	-	-	2.05	8
- Junior) Day	-	-	1.30	8

PUTTING + Deposit 50p, hire of equipment)

ALLOTMENTS

(Charges exempt from V.A.T.)

Rent - per rod, per year	-	-	3.25	8
O.A.P. - per rod, per year	-	-	2.15	8

The following charges relate to the Leisure Contract. The Council retains control of charging policy by fixing the maximum price that can be applied. The company may, if they so wish, levy a lower charge at their discretion.

A handwritten signature or mark, possibly a stylized 'Z' or a similar character, located in the upper right quadrant of the page.

ACTIVITY CHARGES

	<u>Proposed</u> <u>Charge</u>	<u>%</u> <u>Increase</u>
<u>Activity Charges where Day Membership Fees</u> <u>are not payable</u>	£	
Creche - Casual	1.05	5
Swimming - Schools, AVRO and Medical Referrals	0.50	11
Trim Trail	0.50	-
<u>Activity charges where the Day Membership fee is</u> <u>also payable by Non Members</u>		
Climbing Wall	1.35	8
"50 plus" Various Activities (Per Session)	1.00	11.1
Organised Activities/Link Badge/Action Sport	0.80	6.6
Jacuzzi	0.55	10
Junior Activity Programme	0.90	5.9
Ladies/Mens Recreation - Various Sports (Per Session)	1.55	10.7
Sauna	1.70	6.25
Solarium (timed session) (per 20 mins)	1.95	8.3
Swimming - Junior, Lunch-time, Senior Citizens, Disabled	0.40	14.2
- Adults	0.80	6.6
Unemployed (Casual use of any unbooked facility)	0.80	6.6
Weight Training Adults	1.35	8
Power weight training	1.75	9.3

000097

FACILITY CHARGES

	<u>Proposed</u> <u>Charge</u> £	<u>%</u> <u>Increase</u>
<u>Facility charges where the Day Membership fee is also payable by Non-Members</u>		
Badminton Courts - Per 55 Minutes	3.70	8.8
Bowls - Per Rink	3.60	2.8
Climbing Wall - Group or Club use	8.00	6.6
Cricket - Per Net	5.20	4
Squash Courts - Per 40 mins.	3.20	10.3
Table Tennis - Per table and bats	1.40	7.7

Affiliated Sports Clubs (including surcharge where applicable and excluding VAT on block booking contracts)

Archery per boss	5.50	3.7
Badminton per court	3.90	8.3
Bowls per mat	3.60	2.8
Cricket per net	5.70	7.5
Squash per court	3.20	6.6
Swimming - Residents Club - Exclusive Use	25.50	8.5
- Other Clubs - Exclusive Use	35.25	7.8
- Charge Per Lane- Exclusive Use	8.20	2.5

CLEMENTS HALL LEISURE CENTRE

Outside Areas

Hard Surface area (Whole Space)	22.00	4.8
Astro turf	13.75	7.8

Sports Areas - Per hour inclusive of Set-up time - Non Profit Making Uses/Sports

Main Sports Hall - Per hour	32.50	3.1
Haltern Suite - Per hour	8.50	6.2
Rochford Suite - Per hour	13.50	5.9
Projectile Room - Per hour	20.00	5.2

PARK SPORTS CENTRE

Hard Surface Area	11.00	4.8
Gymnasium	11.25	7.1

GREAT WAKERING SPORTS CENTRE

Outside Area	7.40	7.2
Speedway Track (Per Year)	73.50	-

000098

<u>ROCHFORD LEISURE MEMBERSHIP FEES - Per year</u>		<u>Proposed</u> <u>Charge</u> £	<u>%</u> <u>Increase</u>
<u>Membership</u>	- Day Membership (All Classes)	0.30	-
	- Adult	30.00	-
	- Junior/Senior Citizen	20.00	-
	- Family	60.00	-
	- Husband/Wife	45.00	-
	- Booking Affiliate	10.00	-
<u>Gold Card</u>	- Badminton	195.00	4.8
	- Squash	165.00	4.4
<u>Super Swimmer</u>			
	- Adult	27.50	4.7
	- Junior/Senior Citizen	17.00	4.6
	- Family	55.00	4.9
	- Husband/Wife	42.00	5
<u>Non-Rochford Resident</u>			
	- Initial Joining Supplement	10.00	-
<u>Clubs</u>	- Affiliation Charge	10.00	-

Notes:

(1) Charges for Commercial use of sports areas are negotiable.

(2) No affiliation fee will be payable by clubs which are members of the Rochford District Sports Council.

(3) All sessions last 55 minutes unless otherwise stated.

(4) Hire of outside area includes day membership for all players.



000099

PUBLIC HALLS

The following notes apply to specific areas of hire:-

- 1) All charges for commercial use will be by negotiation.
- 2) A 50% reduction in hall hire will apply to hirers who are Registered Charitable Organisations or who hold a Registration Exemption Certificate. CIRCA Leisure refer all applications to the Treasurer for specific approval of the letting.
- 3) Use of the Freight House Community Centre by the Hawkehill Parish Council for the purpose of holding Meetings be allowed on three occasions in any one month without charge. (Minute 739/82 refers).
- 4) Playgroups will be charged at the following session hire rate.

	<u>Proposed</u> <u>Charge</u>	<u>£</u> <u>Increase</u>
Morning Sessions	8.30	5
Afternoon Sessions	6.60	4.7
- 5) Where available, lettings will include use of a piano. Where application is made in advance, lettings will include a bar extension and music licence fee.
- 6) The provision of food or drink during any hiring will be through the Council's approved banqueting operation, with the exception of Castle Hall, Rayleigh.
- 7) For catering and banqueting, percentage reductions may apply to the scheduled hire charges by agreement with CIRCA Leisure.




PUBLIC HALLS (Cont.)

Charges Exempt from V.A.T. (except where indicated by #)

All Charges are Per Hour (Except where indicated)

<u>Facility</u>	<u>Proposed</u> <u>Charge</u> £	<u>%</u> <u>Increase</u>
<u>Castle Hall</u>		
Main Hall	15.35	8
Kitchen	5.75 #	9.5
<u>Clements Hall</u>		
Rochford Suite	22.50	7.1
Haltern Suite	17.50	6.7
Glass Bar	9.00	9.7
<u>Freight House</u>		
Great Eastern Room	22.00	7.8
Pullman Suite	20.20	8
Carriage Room	16.40	7.8
Meeting Rooms	6.15	7.8
<u>Mill Hall</u>		
Main Hall	22.50	7.1
Lounge	20.20	8
Coffee Mill (evenings)	7.25	7.4
Dressing Room	5.00	66.6
Terrace Bar (Whole)	8.85	7.9
" " (Half)	5.40	8
Foyer	11.60	7.9
Stage/Catwalk hire (per session)	54.00 #	8
Lights (per hour)	4.50 #	12.5



000101

ROCHFORD DISTRICT COUNCIL

POLICY & RESOURCES COMMITTEE - 23RD JANUARY 1990

REPORT OF THE TREASURER

CAR PARKING - FUTURE CHARGING POLICY AND USAGE (Minute 17/89)

Introduction

Members are reminded that the last review of car park charges was undertaken in 1989 and concerned only long stay periods and season ticket prices. Details of the former and current charge schedules are set out below:-

	<u>As at</u> <u>1st April 1989</u>	<u>With effect from</u> <u>1st August 1989</u>
Up to 1 hour	10p	10p
1 - 2 hours	30p	30p
2 - 4 hours	40p	60p
Over 4 hours	60p	£ 1.50
Weekly Ticket	£ 2.80	£ 7.00
Quarterly Season (Resident)	£32.00	£ 40.00
Quarterly Season (Non-Resident)	£32.00	£ 60.00
Annual Season (Resident)	£96.00	£120.00
Annual Season (Non-Resident)	£96.00	£200.00

As demonstrated above, the policy also sought to favour Rochford residents in the purchase of Season Tickets when compared with motorists who live outside the District.

The scale was designed more to encourage high turnover and to minimise the problems of on-street parking in accordance with the Council's traffic management policy, rather than to increase revenue; although the new scale has produced a marginal uplift in pay and display income from £153,100 to an estimated £175,000 for 1989/90. With a few, very minor, exceptions the new policy was well received with little customer resistance. However, comments and complaints from motorists and traders are still received regarding the first charge band of one hour being too short a time period to effectively carry out shopping trips, dentist and medical appointments and other town centre visits.

Monitoring the Service

During the late summer and autumn months an extensive and wide ranging survey was carried out by Treasurer's staff into usage patterns of the Council's Town Centre car parks in conjunction with a staff member's project for professional examination. This included vacant space counts, number counts of vehicles entering and leaving car parks, ticket sales analysis and face to face surveys. The face to face surveys were of particular value as they were carried out on the busiest (market) days of Wednesday in Rayleigh and Tuesday in Rochford. The survey confirmed the Treasurer's general, previously unsubstantiated, view that parking in both Rochford and Rayleigh Town Centres was adequate apart from the aforementioned market days when car parks became full at an early stage

in the morning. In fact 61% of respondents in Back Lane and 53% in Websters Way complained that there were insufficient places on Market Days. Other significant factors established from the survey were:-

	<u>Back Lane</u>	<u>Websters Way</u>
Local Motorist Users	69%	68%
Shopping Visits	53%	80%
Parking for Employment	29%	11%
Parking for 2 hours or less	73%	85%

The problems of overcrowding in Websters Way could, to a degree, be relieved by better signing of other Rayleigh Town Centre car parks as it was noted that when Websters Way was full, spaces existed in all other Rayleigh car parks, in particular The Market, which was only half full.

Ticket issues fluctuate year on year but over the last twelve months the following usage pattern was recorded for the whole of the District.

	<u>Tickets Issued</u>
Up to 1 hour	662,000
1 - 2 hours	168,000
2 - 4 hours	51,000
Over 4 hours	60,500
Weekly	1,500
 TOTAL TICKETS ISSUED	 <u>943,000</u> *****

The Future

This report is intended as a first stage proposal of an overall plan to review parking facilities in the Rochford District which will hold good for the foreseeable future. The Land and Projects Working Party has been undertaking a long term review and will be reporting in the next cycle. The Treasurer now seeks approval to his recommendations which he believes will provide some relief to the overcrowded Websters Way car park and provide visitors with parking spaces close to the town's shops.

Proposals

It is proposed that car parks be designated as one of three categories, viz Long Stay, Short Stay or Mixed, as follows:-

<u>Location</u>	<u>Spaces</u>	<u>Category</u>
The Approach, Rayleigh	159	Long Stay
Back Lane, Rochford	160	Mixed Period
Bellingham Lane, Rayleigh	112	Mixed Period
Castle Road, Rayleigh	148	Mixed Period
Market, Rayleigh	65	Mixed Period
Southend Road, Hockley	70	Mixed Period
Websters Way, Rayleigh	287	Short Stay
Civic Suite, Rayleigh (Saturdays Only)	49	Mixed Period

000103

In addition, a new scale of charges and time banding be introduced to bring about better traffic management of all our Town Centre car parks. The scales are:-

Short Stay

Up to 2 hours	20p
2 - 3 hours (Maximum)	40p

Mixed Period

Up to 2 hours	20p
2 - 3 hours	40p
3 - 4 hours	60p
Over 4 hours	£1.50p

Long Stay

Day Ticket	£1.50p
------------	--------

The effects of the introduction of short stay parking would be to persuade "all day" and "long period" parkers to use the Town Centre fringe car parks of Castle Road, Bellingham Lane and The Market where, generally speaking, spaces are usually available when Websters Way is full.

Effect on Season Ticket Holders

A problem will arise with 450 or so Season Ticket holders who have purchased on the basis that they can park in any of the Districts pay and display car parks. As Websters Way car park is proposed to be a short stay car park it cannot be used by season ticket holders.

Should the recommended policy be adopted the Treasurer intends to write to all season ticket holders explaining the change of policy and offering an apportioned refund on unexpired tickets if this is required.

Disabled Parking Bays

Problems arise where able-bodied members of the public park in bays reserved for disabled persons who are denoted by membership of the orange badge scheme. This is not currently an offence under the terms of Rochford's Parking Order and Members may consider that powers should be incorporated to prosecute in such cases so as to deter the abuse.

RECOMMENDED (1) That Websters Way Car Park, Rayleigh be designated as a Short Stay car park.

(2) That The Approach Car Park, Rayleigh be designated as a Long Stay car park.

(3) That all other car parks be designated as Mixed Period car parks.

(4) That the scale of charges and time banding as set out in the report be adopted and implemented as soon as possible.

(5) That the parking of a vehicle not displaying an orange badge in a bay reserved for disabled persons be made a criminal offence.

(6) That the Secretary to the Council be authorised to commence the consultation process to amend the District of Rochford (Off-Street) Parking Places order. (708,918) (T,SEC)

000104

ROCHFORD DISTRICT COUNCIL

POLICY AND RESOURCES COMMITTEE - 23 JANUARY 1990

REPORT OF THE TREASURER

CAPITAL ACCOUNTING IN LOCAL AUTHORITIES - THE WAY FORWARD

Introduction

The above document has been issued jointly by the ACC, ADC, AMA and CIPFA. It contains proposals for a revised method of capital accounting from 1991/92 onwards. Although 1991/92 may seem some distance away, extensive work will be required during 1990/91 in order to implement the new regime, which will affect every service provided by the authority.

The document is very comprehensive and runs to 72 pages, this report will highlight the critical areas in order to give some indication of the work required and the impact on the revenue budgets of all Departments.

The areas which local authorities are being asked to comment are set out below:-

1. Can they be implemented as a sound accounting system?
2. Will the system be understood and provide better information to:-
 - Service managers and staff
 - Elected Members?
 - The public, through the financial reports and accounts and the associated budgets?
3. Does the system encourage better use of assets, and can it be allied to appropriate locally determined arrangements and incentives?
4. Are the proposals well founded in principle, particularly in the proposed treatment of infrastructure and the need to account for renewals?
5. Accepting the need for change, does the authority believe the proposals fail according to any of these criteria? Does it see workable alternatives to the present system which do meet the criteria of providing greater accountability for the use of assets and giving clearer signals to managers of the full economic costs of the assets they use? If so, what are they?
6. Can the proposals be introduced at reasonable cost, recognising that, in many areas such as indexation and valuation, there will be acceptable approximations?

000105

Why Change?

It has long been accepted that, by comparing costs of services between authorities, important signals are given in order to pinpoint questions relating to value for money and service levels. To this end, revenue accounting in local authorities has been standardised to a great extent, which aids comparability. Irrespective of how standard the accounts are, it has to be accepted that the current methods of accounting for capital can significantly affect the apparent running costs of a service.

This can be demonstrated locally by the current accounting treatment of Clements Hall. This building was financed extensively from accumulated funds, consequently, in the Leisure Services accounts, there are no costs that reflect accurately the use of that major asset. The new provisions would ensure that the full cost of using such assets are shown in the service budget.

This not only enhances comparability, it gives clear signals to management as to the costs of the service and raises the issue as to whether or not assets are being utilised to the best advantage.

It must be stressed that, although the costs allocated to services will increase significantly, the overall effect on the Community Charge level will be unchanged, as the new costings are, in effect, book entries.


Main Features of the New System

The main features of the new system are summarised below:-

Fixed assets will be accounted for separately from the methods of financing them.

Charges for the use of assets (similar to asset rentals) will be included in the individual service revenue accounts to show the economic costs of the services "above the line". These charges will then be reversed out and existing financing charges substituted effectively "below the line" so as to avoid any impact of the proposed accounting changes on the way in which Community Charge/rents are set and, consequently, on the local Community Charge/rent payer.

The charges for the use of fixed assets will comprise depreciation in respect of assets employed and a capital charge representing interest on the capital tied up in providing the assets. The capital charge is calculated at a "real" rate of interest (i.e., market rate less inflation premium). In order to obtain consistency between authorities and to minimise fluctuation in the rate used, it is suggested that the current Treasury discount rate - presently 5% - should be applied on the current value of the assets. (As indicated above, this capital charge will be reversed out "below line", after stating the economic cost of the service.)



000106

The financing charges "below the line" will comprise:-

External interest payable

Contribution to capital to bring the depreciation charge into line with the amount required as a minimum to meet the statutory provisions for repayment of external debt.

All fixed assets will be included in the balance sheet at their current values to the authority.

Principal Considerations in Effecting the Code

The first requirement for the implementation of the proposals is the construction of a detailed inventory of all Council assets. This must be capable of being analysed under the following headings:-

Council dwellings

Other land and buildings

Infrastructure

Vehicles, plant, furniture and equipment.

The information held in respect of assets should include:-

Records of assets in use by each of the committee services

Physical information regarding the assets, including location, age, conditions, usage, expected asset life, unexpired life

Records of asset by type, eg., infrastructure, properties, buildings, fleet vehicles, plant and equipment, furniture and equipment, office equipment including computers

Historical cost build-up of the assets; this will not be available for many assets in use at present, but should be built up in respect of new additions

The build-up of costs and valuations at which the assets are stated in the accounts

In order to value the assets, methods of which will be examined later in this report, it will be necessary to value land and buildings separately. For example, the Council offices will attract one value for the actual buildings and a separate value for the land on which they are situated.

The second consideration in preparing for the new system will be the determination of the current value of all assets held. The consultation paper is suggesting that this should be the net replacement cost of the asset. If the asset is surplus to requirements, the value would be the lower of either the net replacement cost or net realisable value.

The method of how this cost should be derived is shown in the example below:-

Item.	Cash receipting equipment, historical cost £37,000
Life:	Seven years
Unexpired	
Life:	2 years
Current cost	
of replace-	
ment:	£50,000

Valuation calculation:

$$\frac{£50,000 \times 2\text{yrs. (unexpired life)}}{7\text{yrs. (life expectancy)}} = £14,286.$$

Taking into account the variety and number of different items of equipment held by the Council, the task ahead should not be underestimated. All of the Council's buildings would be valued on the above basis, but further considerations will need to be given to Council houses, as the value of these will need to reflect the right to buy provisions.

Land is to be treated separately, as it does not depreciate. In this case, all land would be entered in the Council's accounts at market valuations. It may be that further consideration may need to be given to the land values upon which houses subject to the right to buy have been built.

Action to be taken

The action to be taken prior to 1 April 1991 is considerable. The consultation document has suggested a strategy which is set out below:-

Preparation of an action plan in consultation in particular with property and user departments, valuers and engineers.

Arrangement of physical inventory of all fixed assets held by the authority.

Agreement of bases and methods of valuation to be adopted.

Changes to be made to budgetary procedures to incorporate the economic costs envisaged by the new system.

Computer software to aid the implementation of the new procedures.

Appropriate incentive arrangements, based on economic costs of services to be reflected in the service revenue accounts to encourage more efficient and effective use of resources.

Training of officers and Members to familiarise them with the changes of management information involved.

000108

Many of the above actions may be undertaken utilising the varied skills of existing staff. In the area of valuation, however, it will be necessary to engage the services of a professional valuer.

Conclusion

The Government has, for many years, been critical of the capital accounting methods of local authorities. It is, therefore, inevitable that a revised form of accounting will be introduced. The accounting practices outlined above give an opportunity for authorities to adopt an accounting system voluntarily which has been designed by the professions working within local government. The alternative will be to have a capital accounting system imposed by central Government.

RECOMMENDED that, in the event of the above code of practice being adopted nationally:

1. This authority complies with the new capital accounting code
2. The contingency provisions in the draft revenue budget for 1990/91 contain a sum for the engagement of a professional valuer.

Background Papers

"Capital Accounting in Local Authorities - The Way Forward".



000103

	MAY	JUNE	JULY	SEPTEMBER	OCTOBER	NOVEMBER
ON			2		1	
JE	1		3 Leisure		2 Council	
ED	2		4 Audit		3 Chairman's Panel	
HUR	3 Elections		5 Planning		4 Health & Housing	1
RI	4	1	6		5	2 TOWN PLANNING CONFERENCE
AT	5	2	7	1	6	3
ON	7 Bank Holiday	4	9	3	8 Staffing Sub (S)	5
JE	8	5	10 Development	4 RVCZ	9 Leisure	6 Council
ED	9	6	11	5 Emergency Panel	10	7 Sports Council
HUR	10	7	12	6 Planning	11	8 Chairman's Panel
RI	11	8	13	7	12	9
AT	12	9	14	8	13	10
ON	14	11	16	10 Staffing Sub	15 Staffing Sub (W)	12
JE	15 Annual Council	12 Policy & Resources	17 Policy & Resources	11 "	16 Development	13 Health & Housing
ED	16 Chairman's Panel	13 RVCZ	18	12 "	17 Audit	14 Audit
HUR	17 Planning	14 Planning	19	13 "	18 Planning	15 Planning
RI	18	15	20	14	19	16
AT	19	16	21	15	20	17
ON	21 Staffing Sub (S)	18 Staffing Sub (W)	23	17 Staffing Sub	22	19
JE	22 Health & Housing	19 Council	24 Council	18 "	23 Policy & Resources	20 Leisure
ED	23 Audit	20 Chairman's Panel	25	19 "	24	21 Emergency Panel
HUR	24 Leisure	21 Health & Housing	26 Planning	20 "	25	22 Development
RI	25	22	27	21	26	23
AT	26	23	28	22	27	24
ON	28 Bank Holiday	25	30	24	29	26
JE	29 Development	26	31	25 Policy & Resources	30	27 RVCZ
ED	30 Emergency Panel	27		26	31	28
HUR	31 Leisure Liaison	28		27 Planning		29
RI		29		28		30
AT		30		29		
ON					003110	

ROCHFORD DISTRICT COUNCIL - CYCLE OF MEETINGS

	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY
MON					1 Bank Holiday	
TUE		1 Bank Holiday			2	
WED		2			3	1
THUR		3			4 Planning Services	2 Elections
FRI		4	1	1	5	3
SAT	1	5	2	2	6	4
SUN	3	7	4	4	8	6 Bank Holiday
TUE	4 Policy & Resources	8	5 Health & Housing	5 Council	9 Council	7
WED	5	9	6 Audit	6 RVCZ	10	8
THUR	6 Leisure Liaison	10 Planning Services	7 Leisure Services	7 Chairman's Panel	11	9
FRI	7	11	8	8	12	10
SAT	8	12	9	9	13	11
SUN	10	14	11	11	15	13
TUE	11 Council	15	12 Spec. Policy & Resources	12 Health & Housing	16	14 Annual Council
WED	12	16 Non-Domestic Ratepayers Con Panel	13 Emergency Panel	13 Audit	17	15
THUR	13 Planning Services	17	14 Development Services	14 Planning Services	18	16 Planning Services
FRI	14	18	15	15	19	17
SAT	15	19	16	16	20	18
SUN	17	21	18	18	22	20
TUE	18	22 Policy & Resources	19 Policy & Resources	19 Leisure Services	23	21
WED	19	23	20	20 Sports Council	24	22
THUR	20	24	21 Planning Services	21 Development Services	25 Planning Services	23
FRI	21	25	22	22	26	24
SAT	22	26	23	23	27	25
SUN	24	28	25	25	29	27 Bank Holiday
TUE	25 Bank Holiday	29 Council	26 Spec. Policy & Resources	26 Policy & Resources	30	28
WED	26 Bank Holiday	30 Chairman's Panel	27	27		29
THUR	27	31 Planning Services	28	28		30
FRI	28			29 Bank Holiday		31
SAT	29			30		
SUN	31					

CHAIRMAN

000111

DATE 27/2/90

ROCHFORD DISTRICT COUNCIL

Minutes of the Council

At a Meeting held on 30th January 1990. Present: Councillors Mr. P. Cooke, (Chairman), R.S. Allen, R.A. Amner, C.K. Bellman, C.I. Black, Mrs. R. Brown, W.H. Budge, B.A. Crick, Mrs. J. Fawell, T. Fawell, D.F. Flack, I.R. Godfrey, Mrs. V. Grigg, M.J. Handford, N. Harris, Mrs. E.M. Hart, A.J. Harvey, D.R. Helson, Mrs. M. Hunnoble, S.N. Jarvis, Mrs. S.J. Lemon, Miss B.G.J. Lovett, Mrs. E. Marlow, C.R. Morgan, R.A. Pearson, J.M. Roden, J.A. Sheaf, S.H. Silva, S.A. Skinner, C. Stephenson, P.F.A. Webster, D.A. Weir and D.C. Wood.

Apologies: Councillors R.H. Boyd, C.J.B. Faherty, J.A. Gibson and Mrs. L. Walker.

37. MINUTES

Resolved that the Minutes of the Meeting of 12th December 1989 be approved as a correct record and signed by the Chairman.

38. CHAIRMAN'S ANNOUNCEMENTS

The Chairman reminded Members that at the time of the previous Meeting she had been ill with influenza and she thanked all those who had sent their kind wishes.

She understood that Councillor Boyd was recovering well from his recent heart attack, had now been discharged from hospital and would be recuperating at home. The Acting Leader of the Opposition Party subsequently expressed thanks on behalf of Councillor Boyd and his family for the many messages for his speedy recovery.

Continuing the Chairman said that the Council had submitted an entry to the Sunday Times/Royal Mail International Twin Town Award Scheme. Of a field of 160 entries Glasgow had been the winner but she was delighted to advise Members that Rochford had been highly commended and she displayed the framed certificate which had been awarded.

39. ABSENCE OF MEMBERS

At the invitation of the Chairman, the Leader of the Council referred to the current illness of Councillor Boyd and to the fact that Councillor Gibson would be returning to hospital soon and on his formal motion it was

Resolved (1) that their absences be approved by Council for the purposes of Standing Order 2.12.

(2) that until Annual Council or Councillor Boyd's return to Council duties, whichever be the sooner, Councillor S.A. Skinner and Councillor B.A. Crick be appointed temporarily to Councillor Boyd's seats on the Policy & Resources Committee and District Plan Working Party respectively.

(3) that similar rights of substitution be agreed in respect of Councillor Gibson's absence including his appointment as Vice-Chairman of the Policy & Resources Committee, all to be made on the nomination of the Majority Party and if necessary approved by the Chief Executive & Director of Finance under Standing Order 18. (4500)(SEC).

000112

q.c.

Council

40. COMMITTEE MINUTES

Resolved (1) that the Minutes of Committees be received and the recommendations contained therein as amended be adopted.

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

<u>Committee</u>	<u>Date</u>	<u>Minute Nos</u>
Planning Services	14th December 1989	665 - 671
Planning Services	11th January 1990	1 - 5

Minute 3: Para.5 - ROC/910/89

The Chairman ruled that a notice of Motion relating to the above planning application was not valid because it failed to meet the notice requirements under Standing Order 5.1. Council accepted an explanation by the Chief Executive & Director of Finance and the Leader of the Council that the decision had already been properly taken after due consideration by the Planning Services Committee which by design was a Committee of full Council with executive powers. In response to a Member the Chairman indicated that the Motion could be considered at another time.

Policy & Resources	23rd January 1990	6 - 36
--------------------	-------------------	--------

Minute 16: Car Parking - Future Charging Policy and Usage

In response to points raised by Members regarding the desirability of acquiring land adjacent to Websters Way Car Park in other ownership so as to increase the capacity of that car park, and of accelerating the provision of lighting in the Council's car parks, the Chairman of the Committee suggested that those matters should be considered by his Committee and the Development Services Committee respectively.

Minute 17 - Mrs. J. Attridge

Council asked that their congratulations be conveyed to Mrs. Attridge on her recent success in the CIPFA examinations.

Minute 18 - Grant Aid to Outside Bodies

In response to a question from a Member regarding the difference in the level of grant as between Rayleigh Age Concern and the Rochford Old People's Welfare Committee, the Chairman said he would ask his Committee to review that situation at their next Meeting.

Resolved that arrangements be made accordingly. (T)

Minute 27: Emergency Centre, Hockley Woods

Council agreed that the Ward Member should be invited to attend Meetings of the Emergency Panel relating to the Emergency Centre.

Resolved that arrangements be made accordingly. (ACE)

Council

Minute 28: Planning Development Control

The Chairman of the Committee asked Council to agree that the recommendation shown under this Minute should be replaced by the decisions of the unofficial Meeting as amended by his Committee and it was

Resolved (1) that large or complicated applications be dealt with by either (a) separate meetings or (b) ad hoc working parties.

(2) that additional meetings of the Planning Services Committee be diaried so as to provide two meetings each cycle, such additional dates being reserved for use when there is pressure to determine applications.

(3) that Members be not permitted to speak on refusal recommendations unless to move approval or to add further reasons for refusal. (Every effort must be made to contact the Officers before the Meeting to discuss the value of such additional reasons).

(4) that individual Members value their right to speak at Planning Services Committee and do not wish to see Sub-Committees with or without executive powers.

(5) that in certain circumstances the use of the Economic Development Panel is to be welcomed but it is essential that every Ward Member be notified and allowed to attend and speak when a local item is being considered, but not allowed to vote.

(6) that Members agree to a trial period of the weekly list system for at least 2 complete cycles subject to the period available for response being extended until midday on Wednesday

*Amended by
Minute 137
of Council
13/3/1990*

"...and that authority be delegated to the Director of Development to determine applications on the Weekly List in accordance with the recommendations unless within the agreed timescale a request is received for an application to be referred to the Planning Services Committee."

Committee could interview applicants.

(8) that it is essential if the weekly list system is to work for the Parish to be correctly identified by the Planning Department.

(9) that arrangements be made for Members to be supplied with pre-printed forms to express their views on the weekly list applications rather than having to write individual letters asking for reference to the full Committee, although telephone calls will also be acceptable.
(158)(DD,SEC)

Minute 30: Members' Allowances

In moving adoption of the above Minute, the Chairman of the Committee asked Members to note that the contingency provision shown in the second paragraph should be amended to read £33,600.

41. NOTICES OF MOTION RECEIVED PURSUANT TO STANDING ORDER 5

(1) It was moved by Councillor S.H. Silva and seconded by Councillor D.F. Flack:

000114

le.

