



## Hullbridge Parish Council Full Council

To be held on Monday 9<sup>th</sup> June 2025 7.30 pm

Published 03 06 2025

The Windermere Centre, Windermere Avenue, Hullbridge, SS5 6JR

Members: Cllr Kevin O'Brien (Chair); Cllr Ian Kenlin (Vice Chair); Cllr Conner Agius; Cllr Angelina Marriott; Cllr Paul White; Cllr David Elwell; Cllr Steve Cooper; Cllr Jane O'Brien; Cllr David Flack; Cllr K. Charters; Cllr S. Walsh; Cllr S. Naish; Cllr J. Hampstead.

Staff: Mrs Nicola Harding (Clerk)/Mrs Julie Mullett (Assistant Clerk)

Dear Councillor,

You are hereby summoned to attend the Parish Council Meeting, which will be held on Monday 09 06 2025 at 7.30pm at the Windermere Centre, Windermere Avenue, Hullbridge, to transact the business shown in the agenda.

The agenda and relevant papers have been distributed previously. Please note that under the Local Government Act 1972 Schedule 12 p10(2) a Council cannot lawfully decide any matter that is not specified on the agenda. Please advise if you require additional information on any agenda item.

Yours sincerely,

*Nicola Harding*

Nicola Harding, Clerk to the Council

*The Openness of Local Government Bodies Regulations 2014 allows the filming, recording, photographing or otherwise reporting of those participating in a meeting. Should any member of the public present and does not wish to participate but who objects to being filmed, recorded, photographed or otherwise reported about please make yourself known to the Parish Clerk. Data Protection, Names of those participating in the meeting may be recorded, minuted and made public.*

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### Agenda Residents and Press Welcome

1. **Apologies for Absence**

1.1 To receive apologies for absence.

2. **Declarations of interest and dispensations**

2.1 To receive declarations of interest and dispensations on items on the agenda (Dispensations requests at least on day prior to the meeting)  
*(Members are reminded they must, within 28 days of becoming aware of any new, or change in their Register of Members' Interests, provide written notification thereof to the Clerk of Hullbridge Parish Council.)*



### 3. **Approval of Minutes**

3.1 To *approve*, as a true record, the Annual Meeting of the Council held on **12<sup>th</sup> May 2025**.

3.2 To *approve*, as at true record, the Annual Parish Assembly held on **12<sup>th</sup> May 2025**.

### 4. **Committees**

4.1 Councillors to *note* the minutes of the following Committees:

- Planning & Infrastructure 14<sup>th</sup> May 7pm
- General Purpose Security & Resources 28<sup>th</sup> May 7pm
- Events & Leisure 4<sup>th</sup> June 6.30pm *To Follow*
- Planning & Infrastructure 4<sup>th</sup> June 7pm *To Follow*

4.2 Upcoming Committee Meetings

- Environment & open Spaces 11<sup>th</sup> June 7pm
- Planning & Infrastructure 25<sup>th</sup> June 7pm
- Finance Policy & Appointments 25<sup>th</sup> June 8pm

4.3 Councillors to *vote* to fill the vacancy on the Planning Committee.

### 5. **Finance**

5.1 Councillors to *receive* and *resolve* to agree the payments made in May and *note* the bank statements, bank reconciliations for May and *agree* the Clerk has approval to pay any accounts due before the next meeting. *CCLA PSDF statement and reconciliation to follow*.

5.2 Councillors to *view* and *agree* the explanation of any significant year on year variances in the Accounting Statements.

5.3 Councillors to *review* the effectiveness of its system of Internal Control which is in accordance with proper practices.

5.4 Councillors to *agree* by Resolution the Annual Governance Statement 2024/2025.

5.5 Councillors to *agree* the Accounting Statements for 2024/2025.

5.6 Councillors to *note* that the Notice of Public Rights and Publication of Unaudited Annual Return will commence on 11<sup>th</sup> June 2025.

5.7 Councillors to *discuss* and *agree* the installation of a concrete block to replace the damaged parking post in Pooles Lane Car Park at a cost of £300 delivered.

5.8 Councillors to *agree* to the proposal from the RHALC to form a district wide community asset register.

### 6. **Public Participation - *contributions from Residents, 15 minutes maximum on items on the Agenda and other contributions from Residents.***

### 7. **District & County Council**

7.1 To *discuss* any matters arising. ***maximum time allowed for this item is 15 minutes.***

### 8. **Chairmans/ Clerks Report**

8.1 Verbal report from the Chairman and or Clerk on items of interest but no formal decision can be made.

### 9. **Village Security and Security Patrols**

9.1 Councillors to *discuss* and *note*

- Monthly Reports from S-Type Security.

9.2 Councillors to *note* the security firm have the appropriate licences to enable monitoring of CCTV. Councillors to *agree* access for the security firm to remotely monitor our CCTV cameras CCTV in Pooles Lane Car Park when incidents occur.



9.3 Councillors to *consider* and *approve* the recommendation from the General Purposes Committee to commence the tender process for the appointment of a village security firm.

10. **Open Spaces**

10.1 Councillors to *receive* a verbal update.

10.2 Councillors to *note* the updated appendix.

10.3 Councillors to *receive* information on parking issues in unadopted roads and *agree* next steps.

10.4 Councillors to *note* that the Village Plan is currently under review by the Planning Committee, with recommendations to be presented to Full Council in due course.

11. **Policies and Procedure/ Leases**

11.1 Councillors to *review* and *agree* the following;

- Tree Management Policy
- Co-option Policy.

12. **Vehicle Activated Speed Sign Lower Road**

12.1 Councillors to *receive* an update.

13. **Local Council Award Scheme**

13.1 Councillors to *confirm* the required criteria is in place to submit an application for the Local Council Award Scheme Silver.

14. **Community Engagement**

14.1 Councillors to *discuss* multi-agency surgeries to increase public attendance.

15. **Representatives on Outside Bodies**

15.1 Councillors to *receive* any reports from the following to whom the Parish Council has made Representation, Councillors to *note* a maximum time of two minutes is allowed for each external body:

- a) Hullbridge Community Association
- b) Windermere Centre
- c) Rochford Hundred Assoc. of Local Councils
- d) Hullbridge Library
- e) Crouch Valley Coastal Community
- f) Riverside Primary School.
- g) Police/ Security
- h) Riverside Medical Centre
- i) Transport
- j) Parish Councillors

16. **Any items to be added onto the next agenda and date of the next Parish Council Meeting**

16.1 Councillors to *forward* any items for the next agenda at least 10 working days before the next Full Council.

16.2 The next Parish Council Meeting will Monday 14<sup>th</sup> July 2025, 7.30pm at the Windermere Centre, Windermere Road, Hullbridge.

**Meeting Closed** - Nicola Harding Clerk to the Council