

# Hullbridge Parish Council

## Full Council

To be held on Monday 11<sup>th</sup> March 2024 7.30 pm

Published 05 03 2024

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

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

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

Dear Councillor,

You are hereby summoned to attend the Parish Council Meeting, which will be held on Monday 05 03 2024 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)
3. **Approval of Minutes**
  - 3.1 To approve, as a true record, the Meeting of the Council held on **12<sup>th</sup> February 2024**



## 4. Committees

- 4.1 Councillors to *note* the minutes of the following Committees:
- Planning and Infrastructure 21<sup>st</sup> February 2024 - DRAFT
  - Finance, Policy & Appointments 21<sup>st</sup> February 2024 - DRAFT
  - Events & Leisure 28<sup>th</sup> February 2024- DRAFT
- 4.2 Upcoming Committee Meetings
- Planning and Infrastructure 13<sup>th</sup> March 2024
  - Extra General Purposes, Security & Resources 13<sup>th</sup> March 2024
  - Events & Leisure (Working Group) 20<sup>th</sup> March 2024 - DRAFT
  - Planning & Infrastructure 3<sup>rd</sup> April 2024 7pm - Cancelled
  - Environment & Open Spaces 10<sup>th</sup> April 2024 7pm
  - Planning & Infrastructure 10<sup>th</sup> April 2024 7.45pm
  - Planning & Infrastructure 24<sup>th</sup> April 2024 7pm

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

## 6. District & County Council

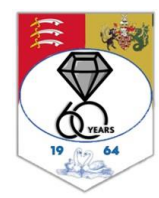
- 6.1 To *discuss* any matters arising. **maximum time allowed for this item is 15 minutes.**

## 7. Chairmans/ Clerks Report

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

## 8. Finance

- 8.1 Councillors to *view & agree* the payments to be made in March and *agree* that bank reconciliations and trial balance for February, and *agree* the Clerk has approval to pay any accounts due before the next meeting.
- 8.2 Councillors to *note* the year end accounts will be closed on 22<sup>nd</sup> April by DCK Accounts.
- 8.3 Councillors to *agree* the Clerk can obtain quotes to appoint a certified fire risk assessor to complete a fire risk assessment of 98 Ferry Road to comply with Section 156 of the Building Safety Act 2022.
- 8.4 Councillors to *note* the Nationwide savings account is now closed with funds of £25,823.11 Transferred in the CCLA, as per Full council **129.5/01/24**.
- 8.5 Councillors to *note* the Clerk has submitted a funding application to the PFCC Community Safety Development Fund for £19,937.00 on behalf of the council as per minute reference **62.5/09/23** to support a rollout of LED lights heads for all Parish owned streetlights, an update will be given once the application has been assessed.
- 8.6 Councillors to *note* the price increase of 9.8% for the cleaning of Pooles Lane Car Park and Recreation Ground toilets at a cost of £5.12 and £5.07 per week respectively from 1<sup>st</sup> April 2024, due to the rise in the National Living Wage.



9. **Police / Security and Security Patrols**

9.1 Councillors to *discuss* the monthly reports.

9.2 Councillors to *receive* an update from the recent S-Type/Resident Meeting.

9.3 Councillors to *receive* an update from the recent District Commanders Meeting.

9.4 Councillors to *receive* information on Martyn's Law and *note* the Clerk will update how this affects the Council once the legislation is introduced.

10. **Open Spaces**

10.1 Councillors to *receive* a verbal update.

10.2 Councillors to *receive* an update on the new entrance barrier for Pooles Lane Car Park and *discuss* installing a fixed bar across the exit barrier to stop non permitted vehicles accessing the car park via the exit.

11. **Eco Audit**

11.1 Councillors to *receive* the Eco-Audit report of 98 Ferry Road carried out by Rochford District Council on 6<sup>th</sup> February 2024. Councillors to *agree* discussions regarding actions from this be carried out at the Environment Committee for recommendation to Full Council.

12. **Policies/ Procedures**

12.1 Councillors to *review* and *agree* the following policies/ procedures.

- LCRS 2024-25
- Asset Register 2023-24
- Councillor/Employee Relations
- Health & Safety Policy
- Pensions Policy
- Training and Development Policy
- Equality & Diversity Policy
- Safeguarding – New Policy

13. **Christmas Event/ Hullbridge Parish Council 60th**

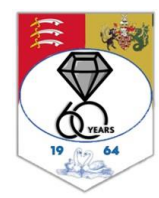
13.1 Councillors to *discuss* and *agree* the proposals from the Events and Leisure Committee.

- Christmas Event date 30<sup>th</sup> November
- Christmas Event format same as 2023
- Investigations into a Heritage Trail in Kendal Park to commemorate Hullbridge 60<sup>th</sup> anniversary.

13.2 Councillors to *note* the anniversary date of the creation of Hullbridge Parish Council is March 18<sup>th</sup> – 22<sup>nd</sup> 1964, and the office will put up an Face book post during that period.

14. **Recording of Council Meetings**

14.1 Councillors to *discuss* and *agree* to commence audio recordings of Council Meetings for transparency, safeguarding, accuracy purposes and accessibility for residents from May 2024.



15. **Representatives on Outside Bodies**

15.1 Councillors *to receive* any reports from the following to whom the Parish Council has made Representation:

- a) Hullbridge Community Association
- b) Windermere Centre
- c) Rochford Hundred Assoc. of Local Councils
- d) Hullbridge Library
- e) Essex Coastal Forum
- f) Riverside Primary School.
- g) Police
- h) Parish Councillors
- i) UKSPF

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.

16.2 The next Parish Council Meeting will take place on Monday 15<sup>th</sup> April 2024, 7.30pm at the Windermere Centre, Windermere Road, Hullbridge.

**Meeting Closed**

Nicola Harding  
Clerk to the Council