



Hullbridge Parish Council

Full Council

To be held on Monday 12th February 2024 7.30 pm

Published 06 02 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 12 02 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.

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 **15th January 2024**



4. Committees

- 4.1 Councillors to *note* the minutes of the following Committees:
- Planning and Infrastructure 31st January 2024 – DRAFT to follow
 - General Purposes Security & Resources 31st January 2024 – DRAFT to follow
- 4.2 Upcoming Committee Meetings
- Planning and Infrastructure 21st February 2024
 - Finance, Policy & Appointments 21st February 2024
 - Events & Leisure 28th February 2024

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 February and *agree* that bank reconciliations and trial balance for January, and *agree* the Clerk has approval to pay any accounts due before the next meeting.
- 8.2 Councillors to *note* the Section 137 sum agreed for 2024/25 by the Department for Levelling Up, Housing and Communities that the prescribed sum for section 137(4)(a) of the Local Government Act 1972, applicable to local (parish and town) councils in England for the 2024/25 financial year, is **£10.81.**
- 8.3 Councillors to *note* the data protection fee of £40.00 to ICO will now be paid by Direct Debit to *receive* an annual discount of £5.00.
- 8.4 Councillors to *note* the maintenance staff will attend a Ride on Mower training course on 6th March 2024 at a total cost of £550.00.

9. Security Patrols

- 9.1 Councillors to *discuss* the monthly reports.
- 9.2 Councillors to *receive* an update on the S-Type / Residents Meeting will be Monday 26th February at 7pm.

10. Kendal Park / Rose Garden / Recreation Ground / Pooles Lane car park

- 10.1 Councillors to *receive* a verbal update including the latest information regarding the skatepark installation at the Recreation Ground.
- 10.2 Councillors to *note* all footbridges under the remit of the Parish Council have been replaced at a minimal cost of £1000 for materials.
- 10.3 Councillors to *discuss* and *agree* to the request for a review of parish notice board sites. If agreed Councillors to *decide* on how and when the review will be conducted, consideration needs to be given to permissions from relevant bodies and Councillors to *note* that the 2024-25 budget does not include provision for notice boards.
- 10.4 Councillors to *note* the update on the new barrier installation at Pooles Lane Car Park.



11. **Hullbridge Parish Council 60th Anniversary**

11.1 Councillors to *discuss* and *agree* ideas including the approval of the design and quote for an updated office sign.

11.2 Councillors to *view* and *agree* to use the proposed banner for official documents for the 2024-25 year.

12. **Policies/ Procedures**

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

- Scheme of Delegation
- Community Engagement Strategy
- Communications Policy
- Press and Social Media Policy

13. **Meeting Schedule**

13.1 Councillors to *receive* the 2024/25 Meeting Schedule.

14. **Representatives on Outside Bodies**

14.1 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 – District Commander Meeting March 4th 6.30pm @ Windermere Centre
- h) Parish Councillors
- i) UKSPF

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

15.1 Councillors to *forward* any items for the next agenda.

15.2 The next Parish Council Meeting will take place on Monday 11th March 2024, 7.30pm at the Windermere Centre, Windermere Road, Hullbridge.

Meeting Closed
Nicola Harding
Clerk to the Council