



# HULLBRIDGE PARISH COUNCIL

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Clerk to the Council: Nicola Harding

**Published 06/09/2022**

Dear Member,

You are hereby summoned to attend the **Parish Council Meeting**, which will be held on **Monday 12<sup>th</sup> September 2022 at 7.30pm** held at the Hullbridge 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 can not 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

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Cllrs: Miss A. Marriott, (Chairman) C. Agius, (Vice Chairman), D. Elwell, I. Kenlin, Mrs. L. Campbell-Daley, P. White, D. Flack, Ms H. Gilbert, Mrs. J O'Brien, K. O'Brien, Mrs. A Hale, M. Hale and M Hoy.

*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 for the Parish Council Meeting** **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 **11<sup>th</sup> July 2022**
4. **Recreation Ground Skate Park**
  - 4.1 Members to *receive* a proposal from Rochford District Council Open Spaces regarding the provision of a new skate park from S106 monies and *discuss* and *agree* a decision going forward.
5. **Minutes of Committees**
  - 5.1 Members to *note* the minutes of the following committees:
    - Planning 20<sup>th</sup> July 2022

- General Purposes, Security and Resources 20<sup>th</sup> July - DRAFT
- Planning 3<sup>rd</sup> August 2022 – DRAFT

6. **Public Participation - contributions from Residents, 15 minutes maximum on items on the Agenda and other contributions from Residents.**
7. **District & County Councillor Reports**  
7.1 To receive reports from District and County Councillors. *the 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. **Finance**  
9.1 Members to *view & agree* the payments made in August and due to be paid in September and *agree* the bank statements, bank reconciliations, and trial balance for July and August.  
9.2 Members to *note* the period for the notice of Public Rights for the AGAR lapsed on 26<sup>th</sup> July and notices were *displayed*.  
9.3 Members to *view and agree* the External Auditor report and action any comments. Members to *note* the conclusion of audit 2021/2022.  
9.4 Members to *receive* reports from the Extraordinary Meeting of the General Purposes Committee and the Finance Committee and *discuss* and *approve* options for the future cost of removing Mares Tail from the Allotment site.  
9.5 Members to *consider* the request from the Hullbridge Community Centre for a grant towards the cost of necessary tree works.  
9.6 Members to *consider* and *approve* recommendations from the Finance Committee for 2023/2024 Earmarked Reserves. Information to follow.  
9.7 Members to *agree* a review of the Parish owned street lights luminated times to be carried out by the Planning and Infrastructure Committee in order to consider reduction in energy costs.
10. **Standing Orders**  
10.1 Members to *review* the Standing Orders parts 1-10 and *discuss* and *agree* any changes and/or amendments.  
10.2 Members to *review* the following policies and procedures and *discuss* and *agree* any changes and/or amendments.
  - Cancelling a scheduled meeting
  - Public Participation at Meetings
11. **LGA Model Code of Conduct**  
11.1 Members to *agree* by resolution to uphold and adopt the LGA Model Code of Conduct adopted by Rochford District Council on 1 August 2022.
12. **NALC and SLCC Civility and Respect Pledge**  
12.1 Members to *receive* information pass a resolution to sign up to the civility and respect pledge.
  - a) Our Council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations and volunteers, with civility and respect in their role.
  - b) Our Council has committed to training councillors and staff.
  - c) Our Council has signed up to Code of Conduct for councillors.
  - d) Our Council has good governance arrangements in place including staff contracts and a dignity at work policy.

- e) Our Council will commit to seeking professional help in the early stages should civility and respect issues arise.
- f) Our Council will commit to calling out bullying and harassment if and when it happens.
- g) Our Council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme.
- h) Our Council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.

**13. Security Patrols`**

13.1 Members to *receive* a report and discuss any items arising from the report.

**14. Community Speed watch**

14.1 Members to *note* the discussion at the Planning and Infrastructure Committee Meeting held on 20<sup>th</sup> July. Members to *discuss* and *elect* a Councillor Co-Ordinator to spearhead this project with the aim of project managing and securing the required number of volunteers.

**15. Footpaths/Highways**

15.1 Members to *receive* an update from the Planning and Infrastructure Committee.

**16. Kendal Park / Rose Garden / River Footpath / Pooles Lane car park**

16.1 Members to *note* various instances of antisocial behaviour and vandalism in Kendal Park during the summer months.

16.2 Members to be *note* the tree works carried out in Kendal Park in July/August.

**17. Best Kept Frontage Competition**

17.1 Members to *receive* an update.

**18. Christmas 2023**

18.1 Members to *receive* an update.

**19. Representatives on Outside Bodies**

19.1 Members to *receive* any reports from the following to whom the Parish Council has made Representation:

- a) Citizen Advise Bureau
- b) Hullbridge Community Association
- c) Hullbridge Centre
- d) Rochford Hundred Assoc. of Local Councils
- e) Transport
- f) Hullbridge Library
- g) Essex Coastal Forum
- h) Riverside Primary School.
- i) Police
- j) Healthcare
- k) Parish Councillors

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

20.1 Members to *forward* any items for the next agenda before 26<sup>th</sup> September 2022.

20.2 The next Parish Council Meeting will take place on Monday 10<sup>th</sup> October 2022, 7.30pm at the Hullbridge Centre, Windermere Road, Hullbridge.

**Meeting Closed to Press and Public**

Members of the press and public to be excluded by resolution from this part of the meeting due to confidential business under the Public Bodies (Admissions to Meetings) Act 1960, s.1(2)

**21. Security Contractor Tender Process**

21.1 Members to be *discuss* and *agree* the General-Purpose Security Service Tender Assessment Panel's *recommendation* following the tender process on the appointment of the preferred security contractor for the next three years.

**Meeting Closed**

Nicola Harding - Clerk to the Council