



# HULLBRIDGE PARISH COUNCIL

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**Clerk to the Council: Nicola Harding**

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**Dear Member,**

You are hereby summoned to attend the **Parish Council Meeting**, which will be held on **Monday 13<sup>th</sup> March 2023 at 7.30pm** held 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 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., S. Cooper.

*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 **13<sup>th</sup> February 2023**.
- 4. Minutes of Committees**
  - 4.1 Members to *note* the minutes of the following committees:
    - Planning 15<sup>th</sup> February 2023
    - Environment & Open Spaces 15<sup>th</sup> February 2023
    - Personnel 22<sup>nd</sup> February 2023
    - Finance 22<sup>nd</sup> February 2023
    - Planning 8<sup>th</sup> March 2023 – to follow

5. **Public Participation - contributions from Residents, 15 minutes maximum on items on the Agenda and other contributions from Residents.**
6. **District & County Councillor Reports**  
6.1 To *receive* reports from District and County Councillors. *the 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 Members to *view & agree* the payments due to be paid in March and *agree* the bank statements, bank reconciliations, and trial balance for February.  
8.2 Members to *agree* Auditing Solutions can carry out the Internal Audit W/C 22<sup>nd</sup> May 2023.  
8.3 Members to *note* the Section 137 expenditure for 2023/24 is £9.93 per electorate.  
8.4 Members to *note* the appointment of the Accounts/Admin assistant to start on 3<sup>rd</sup> April 2023  
8.5 Members to *receive* information from the Planning Committee regarding LED replacement roll out and *discuss* and *agree* the recommendations.
9. **Security Patrols**  
9.1 Members to *receive* a report and discuss any items arising from the report.  
9.2 Members to *discuss* the recommendations regarding recent security issues for the Teen Shelter and CCTV from the General-Purpose Committee Meeting. Item deferred from the February Meeting.
10. **20's Plenty for Essex Campaign**  
10.1 Members to *consider* the information provided and reviewed at the Environment Committee and *discuss* and *agree* if Hullbridge Parish Council.
  - Supports the 20's Plenty for Essex campaign.
  - Calls on Essex County Council to implement 20mph in Hullbridge.
  - Will write to Essex County Council to request 20mph speed limits on streets throughout the county where people live, work, shop, play or learn, with 30mph as the exception on those roads, where full consideration of the needs of vulnerable road users allows a higher limit.
11. **Unadopted Roads Meeting / Roadworks**  
11.1 Members to *receive* a report from the meeting with the police and Essex Highways regarding unadopted roads.  
11.2 Members to *discuss* and *agree* any actions the Parish Council can take when roadworks cause serious traffic issues for residents.
12. **Kendal Park / Rose Garden / River Footpath / Poole's Lane car park**  
12.1 Members to *receive* the updated footpaths appendix and a general update.
13. **Policies and Procedures**  
13.1 Members to *agree* the policies and procedures detailed below for 2023/2024
  - Standing Orders
  - Code of Conduct
  - Financial Regulations – All other policies and procedures will be reviewed during the coming year for annual approval.  
13.2 Members to *agree* the following for 2023/2024
  - LCRS Risk Assessments
  - Governance and Management Risk Register

- Asset Register
- Action Plan 2021/2026

13.3 Members to *agree* the amendments for the Memorial Trees, Benches and Plaque Policy reviewed at the Environment Committee.

13.4 Members to *note* and *agree* the amendments to the Notice Board Policy to include the new board situated at the Malyons Estate.

#### **14. Representatives on Outside Bodies**

14.1 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) Windermere 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

14.2 Members *to receive* a report from the Rochford UKSPF Partnership Group and *agree* Hullbridge Parish Council wishes to be a permanent member of the group and *nominate* a representative.

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

15.1 Members *to forward* any items for the next agenda before 1<sup>st</sup> April 2023.

15.2 The next Parish Council Meeting will take place on Monday 17<sup>th</sup> April 2023, 7.30pm at the Windermere 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)

#### **16. Parish Lighting Contract**

16.1 Members *to consider* and *agree* the new contract.

#### **Meeting Closed**

Nicola Harding - Clerk to the Council