



## Hullbridge Parish Council

### Full Council

To be held on Monday 8<sup>th</sup> December 2025 7.30 pm

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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 08 12 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 Meeting of the Council held on **10<sup>th</sup> November 2025**.

4. **Kazen Kai Martial Arts**

4.1 Councillors to *receive* an presentation.

5. **Committees**

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

- Environment & Open Spaces 12<sup>th</sup> November 7pm
- Planning & Infrastructure 26<sup>th</sup> November 7pm *To Follow*
- Finance, Policy & Appointments 26<sup>th</sup> November 8pm

5.2 Upcoming Committee Meetings

- Planning & Infrastructure 10<sup>th</sup> December 7pm
- LGR Steering Group ??
- Planning & Infrastructure 7<sup>th</sup> January 7pm

6. **Finance**

6.1 Councillors to *receive* and *resolve* to agree the payments made in November and *note* the bank statements, bank reconciliations for November and *agree* the Clerk has approval to pay any accounts due before the next meeting.

6.2 Councillors to *view*, *discuss* and *ratify* the draft budget 2026-27. Councillors to *note* the precept figure will be **£266,551** based on a DRAFT tax base figure of **2690.70** from RDC equating to a **4.5%** increase from 2025-26. Council will be advised at the January Full Council of any changes to the tax base figure for agreement prior to submission to Rochford District Council.

6.3 Councillors to *agree* the Earmarked Reserves for 2026-7 recommended by the Finance Committee.

6.4 Councillors to *receive* and *review* the Interim Audit Report 2025-26 and *note* no actions are required.

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

8. **District & County Council**

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

9. **Chair's/ Clerks Report**

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

10. **Village Security and Security Patrols**

10.1 Councillors to *discuss* and *note*

- Monthly Reports from S-Type Security.
- Members to *note* the contract has been renewed.

11. **Open Spaces**

11.1 Councillors to a verbal report.

11.2 Councillors to *agree* the recommendation from the Environment Committee to trial a natural photography/artwork competition to replace the Best Kept Front Garden Competition in Spring/Summer 2026.



11.3 Councillors to *note* Rochford District Council (RDC) have launched a Neighbourhood Team service who deliver the services previously provided by the Highway Rangers. RDC have advised If there are things you want addressed, let your Ward Councillors know.

12. **Christmas Event 2025**

12.1 Councillors to *receive* a report back from the recent event.

12.2 Councillors to *receive* an update on the Christmas Parcels delivery..

13. **Policies and Procedure/ Leases**

13.1 Councillors to *review and agree* the following;

- Standing Orders 11-20

13.2 Councillors to *review and agree* the following policies and procedures reviewed by the relevant committees.

- Complaints Procedure/ Code of practice
- Disciplinary / Grievance Policy
- Employees Responsibilities
- Equal Opportunities Policy
- Accident & Emergencies Procedure
- Community Engagement Strategy
- IT and Email Policy

14. **Devolution / Local Government Reforms**

14.1 Councillors to *receive* an update from the recent Parish meeting with RDC.

14.2 Councillors to be *advised* to complete the Community Governance Review (CGR) being conducted by RDC which will run until 12<sup>th</sup> January 2026. Councillors to *note* RDC will not be conducting a boundary as part of this governance review.

<https://engagewithus.co.uk/rochford-district-council-community-governance-review-consultation>.

14.3 Councillors to be *advised* to complete the public consultation from Essex County Council on all four proposals for the new unitary council in Greater Essex which will run until 11<sup>th</sup> January 2026. Councillors to *agree* a majority decision to be submitted from the Parish Council, and to *note* the response sent to Rochford District Council from the LGR Steering Committee. <https://www.essexlgrhub.org/have-your-say>

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/ Neighborhood Watch
- 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 12<sup>th</sup> January 2026, 7.30pm at the Windermere Centre, Windermere Road, Hullbridge.

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