



Hullbridge Parish Council

Full Council

To be held on Monday 9th March 2026 7.30 pm

Published 03 03 2026

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 09 03 2026 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)
(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 **9th February 2026.**



4. Committees

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

- Environment & Open Spaces 11th February 7pm
- Planning & Infrastructure 18th February 7pm
- Personnel 25th February 7pm
- Finance, Policy & Appointments 25th February 7.30pm

4.2 Upcoming Committee Meetings

- Planning & Infrastructure 11th March 7pm
- Planning & Infrastructure 1st April 7pm
- Environment & Open Spaces 8th April 7pm
- General Purposes, Security & Resources 8th April 8pm

4.3 Councillors to *receive* the 2026-27 Meeting Schedule.

5. Finance

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

5.2 Councillors to *note* the year end accounts will be closed down by DCK Accounting Solutions on 20th April.

5.3 Councillors to *receive* the latest Income and Expenditure report and *note* the Council budget has been *reviewed* by the Finance Committee prior to year end.

5.4 Councillors to *agree* the recommendation of the Finance Committee to appoint Heelis & Lodge as the Internal Auditor for a period of 24 months commencing in 2026-27.

5.5 Councillors to *note* the transfer of £5,000 from the CCLA to the Unity account.

5.6 Councillors to *agree* the decision of the Finance Committee to purchase a Renault Trafic LL30 diesel plus on a 48 month hire-purchase agreement at a total cost of £33,580.40 Councillors to *note* this cost was included on the 2026-7 budget.

5.7 Councillors to *agree* the recommended Ear Marked Reserves for 2026-2027.

5.8 Councillors to *note* cost increases from April 2026 for;

- Broadband £1.05 per month.
- Public Toilets Pooles Lane Car Park £3.64 per week.
- Public Toilets Recreation Ground £3.63 per week.

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

7. District & County Council

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

8. Chair's/ Clerks Report

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

9. Village Security and Security Patrols

9.1 Councillors to *discuss* and *note*

- Monthly Reports from S-Type Security.

10. Open Spaces

10.1 Councillors to *receive* information on the new competition that is replacing Best Kept Front Garden. Councillors to *discuss* and *agree* the format and title and *note* this will be launched via the newsletter, noticeboards and social media.



10.2 Councillors to *discuss* how best to inform residents regarding appropriate winter feeding of the swans. Councillors to *note* the Clerk has invited representatives from Bird Aware Essex Coast to a future meeting.

11. Policies and Procedure/ Leases

11.1 Councillors to *review* and *agree* the following;

- Councillor/Employee Relations
- Health & Safety Policy – to be signed by Chair at Full Council.
- Pensions Policy
- Training and Development Policy
- Equality & Diversity Policy
- Asset Register 2025-26 – Councillors to *note* disposals following an inventory review of office equipment.
- Pay Policy
- IT Policy – Amended.
- Persistent and Unreasonable Behaviour Policy, adapted from the RDC policy.

11.2 Councillors to *review* and *agree* the updated Risk Assessments (LCRS) 2026-7.

11.3 Councillors to *note* the amendment to the Grant Policy to allow grants of up to £500 per to be considered for 2026-27 as allocated in the agreed budget.

12. Draft Rochford Local Plan Reg 18

12.1 To *note* the work undertaken by the Planning and Infrastructure Committee in preparing a draft response to the Regulation 18 consultation, and to agree that, subject to circulation to all Councillors for comment, the response be submitted on behalf of Hullbridge Parish Council.

13. Newsletter

13.1 Councillors to *receive* an update on the Spring Newsletter.

14. Councillor Surgeries

14.1 Councillors to *receive* information and *discuss* and *agree* the proposal for future engagement.

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) Riverside Primary School.
- f) Police/ Security/ Neighborhood Watch
- g) Riverside Medical Centre
- h) Transport
- i) Parish Councillors

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

16.1 The next Parish Council Meeting will **Monday 13th April 2026, 7.30pm** at the Windermere Centre, Windermere Road, Hullbridge Councillors to *forward* any items for the next agenda at least 10 working days before the next Full Council.