



Hullbridge Parish Council Full Council

To be held on Monday 10th November 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 10 11 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.

Agenda Residents and Press Welcome

A minute's silence will be observed prior to the commencement of the meeting in remembrance of those who served and lost their lives in conflict.

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 **13th October 2025**.

4. **Committees**

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

- Events & Leisure 15th October 6pm
- Planning & Infrastructure 15th October 7pm
- General Purpose & Security Resources 15th October 8pm
- Planning & Infrastructure 5th November 7pm *To Follow*

4.2 Upcoming Committee Meetings

- Environment & Open Spaces 12th November 7pm
- Planning & Infrastructure 26th November 7pm
- Finance, Policy & Appointments 26th November 8pm

5. **Cllr Mrs Danielle Belton Leader of Rochford District Council (RDC).**

5.1 Councillors to *receive* an update.

6. **Finance**

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

6.2 Councillors to *view*, *discuss* and *consider* the draft budget 2026-27. Councillors to *note* the 26-27 budget is being reviewed by the finance committee with a view to Full Council ratification in December.

6.3 Councillors to *note* the transfer of £40,000 from the CCLA account to the council's Unity account.

6.4 Councillors to *note* the Interim Audit will be carried out during November and the report will be made available at the next Full Council Meeting.

6.5 To *agree* if the Council would like to commemorate the retirement of the school crossing guard, and to decide on the form of the commemoration.

6.6 To *agree* to a donation for Love to Sign and Salvation Army for attending the 2026 Christmas event. Councillors to *note* the 2024 donation was £150.00 for each group.

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.



11. Open Spaces

11.1 Councillors to *note* the successful display of the poppies at High Elms and the library.

11.2 Councillors to *note* the successful installation of the new defibrillator at the Library.

11.3 Councillors to *receive* an update on the revetment works in Kendal Park.

12. Christmas Event 2025

12.1 Councillors to *agree* who will be attending and roles for the event on the 29th November.

12.2 Councillors to *agree* the purchase of a thank you gift for the organiser of the gifts for Santas Grotto.

13. Policies and Procedure/ Leases

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

- Standing Orders 1-10
- Petrol/Diesel Risk Assessment 1-4

14. Devolution / Local Government Reforms

14.1 Councillors to *consider* and *agree* the Expression of Interest (EOI) in the assets currently managed by the Parish Council on long term leases with RDC, being the Car Park at Pooles Lane (including the public convenience) and Kendal Park Nature Reserve, as part of the Local Government Reform asset transfer.

14.2 Councillors to *note* the correspondence from Cllr Crosbie (Rochford Parish Council and Chair of Rochford Steering Group) regarding the possibility of local councils working together to prepare a bid to take over the running of the Freight House, Rochford. It is recommended that the LGR Steering Committee consider this matter and bring a recommendation to Full Council.

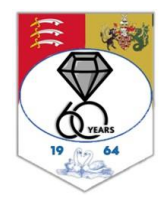
14.3 Councillors to *note* the timeline and Terms of Reference for the Community Governance Review being undertaken at RDC. It is recommended that the LGR Steering Committee consider this matter and bring a recommendation to Full Council.

14.4 Councillors to *receive* an update from the recent Clerk/Chairs meeting.

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 8th December 2025, 7.30pm at the Windermere Centre, Windermere Road, Hullbridge.

Meeting Closed - Nicola Harding Clerk to the Council