



Hullbridge Parish Council Full Council

To be held on Monday 12th January 2026 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 12 01 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 **8th December 2025**.

4. Committees

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

- Planning & Infrastructure 7th January 7pm *To Follow*

4.2 Upcoming Committee Meetings

- Planning & Infrastructure 28th January 7pm

4.3 Councillors to *receive* an updated meeting schedule for 2025-26

5. Men's Shed

5.1 Councillors to *receive* an update from the Hullbridge Men's Shed Group

5.2 Councillors to *consider* the grant application from Hullbridge Men's Shed.

6. Finance

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

6.2 Councillors to *note* the budget 2026-27 was *ratified* at the December Full Council on a draft tax base figure of **2690.70**. Councillors *agree* the precept figure will be **£266,551.00** based on a ACTUAL tax base figure of **2696.30** from Rochford District Council (RDC) equating to a **4.35%** increase on council tax band D from 2025-26. Clerk and Chair to sign the precept request. Clerk to be instructed to advise RDC of the approved precept.

6.3 Councillors to *receive* the latest Income & Expenditure Report and note the budget is on track.

6.4 Councillors to *note* the transfer of £40,000 from the CCLA account to the Unity account.

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 a verbal report.

11.2 Councillors to *note* the re-shelling of Kendal Park footpaths will commence during January. Council to *agree* overtime payment be made for additional hours worked by the maintenance staff during this project.

11.3 Councillors to *note* and *agree* the request from Cllr Charters to correspond with Barrat David Wilson Homes regarding the playground at High Elms.



12. Policies and Procedure/ Leases

- 12.1 Councillors to *review and agree* the following;
- Standing Orders 21-29
 - 12.2 Councillors to *review and agree* the following policies and procedures
 - Pay Policy
 - Housing Policy & Vision Statement
 - Biodiversity Policy
 - Disciplinary & Capability Policy - Amended

13. Local Council Award Scheme

- 13.1 Councillors to *note* more information has been requested.

14. Citizen of the Year

- 14.1 Councillors to *note* the 2026 Citizen of the Year award will be launched shortly via social media and the Spring newsletter. Councillors to *consider* any nominations.

15. Christmas Event/Parcels

- 15.1 Councillors to *agree* the date of Saturday 28th November 2026 3-6pm for the annual event, and *agree* the Events & Leisure Committee will arrange the event and format.

- 15.2 Councillors to *note* information provided by the Parish Office and confirm that the Parish Office has discretion over the administration of the parcel list.

16. Devolution / Local Government Reforms

- 16.1 Councillors to *note* the response agreed at the December Full Council for the Local Government Reforms consultation was submitted.

17. Representatives on Outside Bodies

- 17.1 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

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

- 18.1 The next Parish Council Meeting will Monday 9th February 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.

Meeting Closed - Nicola Harding Clerk to the Council