



Hullbridge Parish Council Full Council

To be held on Monday 14th July 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 14 07 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

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 June 2025**.

4. **Committees**

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

- Environment & open Spaces 11th June 7pm
- Planning & Infrastructure 25th June 7pm
- Finance Policy & Appointments 25th June 8pm
- Events & Leisure Working Group 2nd July 7pm

4.2 Upcoming Committee Meetings

- Planning & Infrastructure 16th July 7pm
- General Purpose, Security & Resources 16th July 8pm
- Planning & Infrastructure 6th August 7pm

4.3 Councillors to *note* a change to the meeting schedule for September

- Personnel 24th September 8pm
- Finance Policy & Appointments 24th September 8.30pm
- Environment & Open Spaces tbc.

5. **Finance**

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

5.2 Councillors to *receive* the quarterly Income and Expenditure report.

5.3 Councillors to *discuss* and *agree* the recommendation from the Finance Committee that Allotment Fees be increased by CPI for 2025-26.

- Resident Full Plot - **£57.50** (Currently £55)
- Resident Half Plot - **£36.00** (Currently £35)
- Non-Resident Full Plot - **£77.00** (Currently £75)
- Non-Resident Half Plot - **£46.00** (Currently £45)

5.4 Councillors to *agree* to the amended Allotment Tenancy agreement reviewed by the General Purpose Committee.

5.5 Councillors to *note* the receipt of tranche 2 of the precept £126,208.50 and to *agree* transfer of funds of £60,000 From the Unity account to the CCLA Public Sector Deposit Fund.

5.6 Councillors to resolve that the Clerk is authorised to transfer funds between the Council's current and savings accounts as necessary to maintain the Council's financial stability, with all movements to be reported at the next appropriate Council meeting.

5.7 Councillors to *receive* information on the changes to the Annual Governance & Accountability Return for 2025-26

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. **Chairmans/ Clerks Report**

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



9. **Delegation of Power**

9.1 Councillors to *agree* the Clerk has delegation of power during recess.

10. **Village Security and Security Patrols**

10.1 Councillors to *discuss* and *note*

- Monthly Reports from S-Type Security.

10.2 Councillors to *receive* an update on the Security Tender.

10.3 Councillors to *note* information on PCSO support.

11. **Open Spaces**

11.1 Councillors to *receive* a verbal update.

12. **Policies and Procedure/ Leases**

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

- Councillor Meeting Attendance Policy.
- Dignity at Work (part of Civility and Respect Pledge)

13. **Speed Sign Lower Road**

13.1 Councillors to *note* the successful installation of the speed sign.

14. **Devolution / Local Government Reforms**

14.1 Councillors to *note* the Clerk has initiated contact with Rochford District Council to discuss current leases and is awaiting information.

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 September 2025, 7.30pm at the Windermere Centre, Windermere Road, Hullbridge.

Meeting Closed - Nicola Harding Clerk to the Council