



HULLBRIDGE PARISH COUNCIL

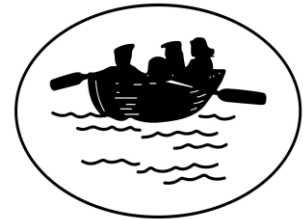
98 Ferry Road, Hullbridge

Essex SS5 6EX

Telephone: 01702 232038

Email: clerk@hullbridgepc.co.uk

www.hullbridge-pc.gov.uk



Clerk to the Council: Nicola Harding

Published 10th May 2022

Dear Member,

You are hereby summoned to attend the **Annual Meeting of the Hullbridge Parish Council**, which will be held **on Monday 16th May 2022**, at the **Hullbridge Centre**, Windermere Avenue, Hullbridge at **7.30pm** to transact the business shown in the agenda.

You are hereby invited to attend **The Hullbridge Annual Parish Assembly will take place prior to the above meeting at 7.00pm**.

The Agenda and relevant papers are attached.

Please note that under the Local Government Act 1972 Schedule 12 p10(2) a Council can not 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
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

Agenda for the Annual Meeting of the Council **Residents and Press Welcome**

1. **Election of Chairman (Section 15 and 34 of the 1972 Act)**
 - 1.1 To *Propose* and *Second* nominations for the office of Chairman and, if there is more than one nominee, to vote thereon.
 - 1.2 To *execute* the declaration of acceptance of office of Chairman to the Council
2. **Election of Vice Chairman (Section 15(6) and 34(6) of the 1972 Act)**
 - 2.1 To *Propose* and *Second* nominations for the office of Vice Chairman and, if there is more than one nominee, to vote thereon
 - 2.2 To *execute* the declaration of acceptance of office of Vice Chairman to the Council
3. **Election of Committees / Working Groups**
 - 3.1 Members to review the Committee/s and Number to each Committee, Members to *note* the Personnel Committee will be formed at the next Finance Committee Meeting as a Sub-Committee.
 - 3.2 To *determine* the membership of the Councils Standing Working Committees as Follows: (Members are reminded that there is no reason why the Parish Councils nominee cannot be someone other than a Parish Councillor).

3.3 Members to *note* the new committee Terms of Reference will be *reviewed* by each Committee before *approval* at Full Council.

- (a) General Purposes, Security & Resources Committee (6)
- (b) Events & Leisure Committee (6)
- (c) Finance / Policies / Appointments Committee (6)
- (d) Environment and Open Spaces Committee (6)
- (e) Planning & Infrastructure Committee (6)

4. **Election of Representatives:**

4.1 Members are *review and agree* the outside bodies that we make representation.

4.2 Members to *determine* the Councils Representatives on outside bodies.

Currently:

- a) RHALC (2 + Clerk)
- b) Transport Representative (2)
- c) Hullbridge Centre (1)
- d) Hullbridge Community Association (2)
- e) Citizen's Advice Bureau (1)
- f) Hullbridge Library (1)
- g) Essex Coastal Forum/Crouch Coastal Community (1)
- h) Riverside Primary School.(2)
- i) Police Liaison (1)
- k) Healthcare (3)

5. **Apologies for Absence**

5.1 To *receive* apologies for absence

6. **Declarations of interest / Dispensations**

6.1 To *receive* declarations of interest or dispensations for items on the agenda.

7. **Approval of Minutes**

7.1 To *approve*, as a true record, the meeting of the Council held on **11th April 2022**

8. **Minutes of Committees**

8.1 Members to *note* the minutes of the following committees

- Planning 11th April 2022 – DRAFT
- Planning 27th April – DRAFT
- Finance 27th April – DRAFT
- Footpaths and Open Spaces 27th April – DRAFT
- Planning 11th May – DRAFT- to follow

9. **Registration of Members Interests**

9.1 Members to *receive* Registration of Interest Forms. Members must register their interests within 28 days of election or co-option as per the Code of Conduct Order 2007 No 1159 requirement. (See attached form)

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

11. **District & County Councillor Reports**

11.1 To *receive* reports from District and County Councillors. ***the maximum time allowed for this item is 15 minutes.***

12. **Chairman's/ Clerks Report**

12.1 Verbal report from the Chairman and or Clerk on items of interest but no formal decisions can be made

13. **Finance**
- 13.1 Members to *view & agree* the payments to be made in May and to *note* the bank reconciliation for April 2022.
- 13.2 Members to *note* the second installment of the Nationwide savings will be made in May.
- 13.3 Members to *review and agree* the recommendation from the Finance Committee for the Zurich 3-year Insurance renewal.
- 13.4 Members to *discuss and agree* that the Financial Regulations be amended to include a yearly CPI increase on Allotment Fees.
14. **Representatives on Outside Bodies**
- 14.1 Members to *receive* any reports from the following to whom the Parish Council has made Representation:
- a) Citizen Advise Bureau (Cllr Mrs. L. Campbell-Daley)
 - b) Hullbridge Community Association (Cllrs D Flack / Mrs. J O'Brien)
 - c) Hullbridge Centre (Cllr Mrs A Hale)
 - d) Rochford Hundred Assoc. of Local Councils (Cllrs Ms A Marriott / C.Agius)
 - e) Transport (Cllr Mrs L Campbell-Daley)
 - f) Hullbridge Library (Cllr C. Agius)
 - g) Essex Coastal Forum (Cllrs. P White / D, Flack)
 - h) Police Matters
 - i) Riverside Primary School. (Cllrs Ms A.Marriott/Cllr C.Agius)
15. **Working Groups**
- 15.1 Members to receive an update from any Working Groups held.
16. **Security Patrols**
- 16.1 Members to *receive* a report and *discuss* any items arising from the report.
- 16.2 Members to *review and vote* to adopt the remit statement for security firms.
17. **Footpaths / Highways**
- 17.1 Members to *view* the attached Appendix and *discuss and consider* any action to be taken regarding the Footpath and Highways issues listed.
18. **Kendal Park / Rose Garden / River Footpath / Pooles Lane car park**
- 18.1 General Update
- 18.2 Members to *approve* the Pond Risk Assessment *reviewed* at the Parks and Open Spaces Committee Meeting 27/4/2022
- 18.3 Members to *agree and vote* on the *recommendation* from the POCF Committee that the replacement bench for the Rose Garden be a commemorative Jubilee bench funded by Hullbridge Parish Council. (LGA 1976 (Misc. Provisions) s19)
- 18.4 Members to *approve* the Memorial Trees, Benches and Plaques Policy following the *review* at the Parks and Open Spaces Committee.
19. **Healthcare in Hullbridge**
- 19.1 Members to *receive* an update.
20. **Any items to be added onto the next agenda and Date of the next Parish Council Meeting**
- 20.1 Members to *forward* any items for the next agenda.
- 20.2 The next Parish Council Meeting will take place on Monday 13th June 2022, 7.30pm at the Hullbridge Centre, Windermere Road, Hullbridge.

Meeting Closed
Nicola Harding, Clerk to the Council

