

Hullbridge Parish Council

Meeting of the Council commencing at 7.30pm on **Monday 14th June 2021**

Attended: Cllrs I. Kenlin, Miss A Marriott, P. White, Mrs L. Campbell-Daley, D. Flack, Mrs W. Milbourn, Ms H. Gilbert, Mrs J O'Brien, K. O'Brien, Mrs A Hale, M. Hale, C. Agius.

Clerk: Mrs N Harding

25. **Apologies for Absence**

- 25.1 Cllrs Mr D Elwell apologies received.
RESOLVED – Members agreed to accept the apologies given.

26. **Approval of the Minutes**

- 26.1 RESOLVED - Members agreed that the Minutes were a true record of the Annual Meeting of the Council dated **Monday 17th May 2021**

27. **Declarations of Interest and Dispensations**

- 27.1 Cllrs M. Hale and Mrs A. Hale – matters to do with the agenda item 7.2 pontoons due to ownership.

28. **Public Participation - contributions from Residents, 3 minutes maximum per person on items on the agenda.**

- 28.1 A resident made suggestions for alternative war memorial ideas to replace the current one situated on the new housing estate. Meeting to be held with BDW homes and a possible working group set up to research.
ACTION – Clerk to set up a working group to discuss.

29. **Clerk's Report**

- 29.1 The Clerk updated Members regarding the current spate of littering and anti-social behavior at the Rose Garden and Rec Ground.

30. **Finance**

- 30.1 RESOLVED - Members viewed and agreed the payments to be made in June and agreed the bank reconciliations for April and May.
30.2 RESOLVED - Members viewed the Internal Auditor report and action and no comments arose.
30.3 RESOLVED - Members viewed and agreed the explanation of any significant year on year variances in the Accounting Statements.
30.4 RESOLVED - Members reviewed and agreed the effectiveness of its system of Internal Control which is in accordance with proper practices.
30.5 RESOLVED - Members agreed by Resolution the Annual Governance Statement 2020/2021.
30.6 RESOLVED Members agreed the Accounting Statements for 2020/2021.
30.7 Members noted that the Notice of Public Rights and Publication of Unaudited Annual Return will commence on 15/6/21 for the period of the 16th June – 27th July.

Date	Payee	Cheque No.	Amount	VAT
	Regular Payments			
14.06.2021	Gas - Direct Debit (5% VAT calculated annually) EDF Office	DIRECT DEBIT	33.19	1.65
14.06.2021	Electric - Direct Debit (5% VAT calculated annually) EDF Office	DIRECT DEBIT	36.00	1.80
14.06.2021	Talk Talk Direct Debit (Phone/Broadband)	DIRECT DEBIT	14.04	2.80
14.06.2021	Electric - Direct Debit (5% VAT calculated annually) British Gas Pooles Lane Toilets	DIRECT DEBIT	19.72	0.93
14.06.2021	Lloyds Company credit card: Monthly fee £3 Microsoft (E0200E89AW) £11.28 (VAT £1.88) Ultra Secure Ltd (torch) £49.94 (VAT £8.32) Joanne's Florist £25.00 (NoVAT) Lemon Fencing £35.00 (VAT £5.83) Tudor Environmental (Blower) £292.86 (VAT £48.81)	DIRECT DEBIT	417.08	64.84
14.06.2021	TLM Management Ltd (Gen Waste)	DIRECT DEBIT	73.34	12.22
14.06.2021	BE Fuel (inv 3647141 8th May 2021)	DIRECT DEBIT	93.83	15.64
14.06.2021	BE Fuel - monthly fee	DIRECT DEBIT	2.40	0.40
14.06.2021	BE Fuel (inv 3690252 29 May 2021)	DIRECT DEBIT	62.42	10.40
14.06.2021	Screwfix	DIRECT DEBIT	43.57	7.25
14.06.2021	Auditing Solutions (Internal Audit)	BACS	390.00	65.00
14.06.2021	Minster Cleaning	BACS	233.54	38.92
14.06.2021	A to Z Supplies	BACS	54.26	9.04
14.06.2021	Capital Cleaning	BACS	14.09	2.35
14.06.2021	E-On Street lighting May & June 2021	BACS	1,293.11	215.52
14.06.2021	PGR Timber	BACS	77.45	12.91
14.06.2021	TBS Hygiene	BACS	143.64	23.94
14.06.2021	Personnel	Bacs /302393	12,183.65	0.00
14.06.2021	Mr B Wilson - Travel	BACs	16.00	0.00
14.06.2021	Imprest Account	BACS	54.55	0.20
14.06.2021	Hullbridge Centre Hall Hire	Cheque 302394	35.00	0.00
14.06.2021	Peppercorn Rent HGA 2021/202	Cheque 302395	0.20	0.00
	TOTAL		15,291.08	485.81
	Receipts			
14/06/2021	Kingham Ground Rent		10.00	
14/06/2021	Doantion Village Flowers		200.00	
14/06/2021	HMRC VAT Reclaim		2,402.71	
14/06/2021	Swans		242.09	
14/06/2021	D Williams Gate KPNR		33.33	
		Total	2,888.13	0.00

31. **Planning**

31.1 Planning deferred to Planning Committee to be held on Wednesday 30th June.

31.2 Members received an update regarding pontoons on Kingsman Farm Road. RDC Enforcement to pursue.

32. **Footpaths / Highways**

32.1 Members to receive an update regarding footpath repair (seawall) – delayed awaiting commencement of work.

32.2 Members noted the footpath issues, including the width of path at the Esplanade

32.3 Members noted the highways issues, it was suggested to invite Cllr M Hoy to a meeting to discuss actions needed.

32.4 Members discussed the type of signage and agreed that they would prefer wooden signage in keeping with existing sign posts in the village.

ACTION - Clerk to email Roy Read to relay

33.. **Representatives on Outside Bodies**

33.1 RESOLVED – Members agreed to have a Representation on the Patient Participation Group of Riverside Medical Centre.

33.2 RESOLVED – Cllr A Hale proposed and Cllr C Agius seconded Cllr David Flack as representative.

34. **Committees and Working Groups**

34.1 There were no reports to receive from the Chairman/Committee Member of the following Committees.

- a) Emergency Committee
- b) General Purposes Committee Next meeting 28th July 2021 at 19.30hrs
 - Allotments Sub Committee– Next meeting 23rd June 2021, 19.00hrs
- c) Finance/ Policy/Appointments Committee
 - Next meeting 30th June 2021 at 19.30hrs
 - Personnel - meeting 13th Sept 2021 at 19.00hrs
- d) Parks/Open Spaces/Conservation/Footpath Committee
 - Next meeting 30th June 2021 at 20.30hrs
- e) Village Resilience/ Vision Working Group
 - Next meeting 28th July 2021 at 20.30hrs

35. **Representatives on Outside Bodies**

35.1 Members noted that Cllr A. Marriott would be advising when the next meeting of the Rochford Hundred would take place as they have now appointed a Clerk. No other reports received.

- a) Parish Councillors
- b) Rochford District Councillors (Cllrs S. Wilson, M.Hoy, Mrs. T Knight)
- c) Essex County Councillor (Cllr M Hoy)
- d) Citizen Advise Bureau (Cllr Mrs. L. Campbell-Daley)
- e) Hullbridge Community Association (Cllrs D Flack / Mrs. J O'Brien)
- f) Hullbridge Centre (Cllr Mrs A Hale)
- g) Rochford Hundred Assoc. of Local Councils (Cllrs Miss A Marriott / C.Agius / Clerk - Next meeting tbc)
- h) Transport (Cllr Mrs L Campbell-Daley)
- i) Parish Safety Volunteers / Heart Watch (Cllrs P White /Mr. J Chaffin)

- j) Hullbridge Library (Cllr C. Agius)
- k) Essex Coastal Forum (Cllrs. P White / D, Flack)
- l) Police Matters

36. **Kendal Park/ Rose Garden/River Footpath/ Pooles Lane car park**

36.1 RESOLVED - Members agreed the expenditure to reline the pond, this will be further discussed at Parks and Open Spaces Committee.

36.2 Members were advised the latest start date given by Anglian Water was the 12th August.

36.3 Members were advised that the barrier at the car park in Pooles Lane was damaged after the incident involving a builder's lorry in May and whilst still serviceable will need repair.

There was suggestion to remove the barrier entirely, to be discussed at a future meeting.

ACTION – Clerk to get quotes for barrier repair.

37. **Hullbridge Recreational Ground, Pooles Lane**

37.1 Members received a verbal report, the ground and park area are in good order, though there has been an increased amount of littering during the nice weather. The replacement of the Pavilion was discussed, options include a meeting with BDW homes will be arranged to discuss possible use of their sales office as a new Pavilion.

38. **Village Request**

38.1 RESOLVED – Members agreed to set up a working group to discuss future changes to the existing war memorial and a possible Covid memorial or other memorial features.

39. **RTA Watery Lane 12th & 15th May**

39.1 The Clerk advised that she had spoken with Rawreth Parish Council regarding the issues in Watery Lane. Rawreth are not currently discussing this issue. Cllrs discussed raising the information with Essex Highways.

ACTION – Clerk to raise with Cllr M. Hoy / Lee Scott ECC109141930521

40. **Hullbridge Youth Club**

40.1 RESOLVED – Members agreed to invite the District and Youth Community Commissioner to a Committee meeting to discuss further.

ACTION- Clerk to add to agenda for General Purposes Committee.

41. **Councillor Surgeries**

41.1 RESOLVED – Members agreed that they would like to hold Councilor surgeries bi-monthly, outside if weather permits or at the Parish Office. Dates to be advised by the Clerk.

42. **Best Kept Frontage**

42.2 Members received the rounds assigned to them , recommendations to be received by the Parish office no later than the 5th July.

43. **Rural Services Network**

43.1 Decision to continue membership deferred to July meeting

44. **Public Forum**

44.1 Comments were raised on the idea of filling the pond with water diverted from the outlet, advised the water supply would contain contaminants and a clean supply would be needed for the pond . Comments were raised regarding if Bar 'n' Bus a youth service could visit the village, advised this service usually visits the village on a Thursday but may be different during Covid restrictions. Comments were raised about war and covid memorials. Comments were raised with concerns regarding the Kendal Park management plan.

45. **Any items to be added onto the next agenda and Date of the next Parish Council Meeting**
45.1 . RESOLVED – Members agreed that the next Council meeting will be on **Monday 12th July** the at the Hullbridge Centre.

Meeting closed

Nicola Harding
Clerk to the Council

CHAIRMAN _____ DATE _____

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