



# Hullbridge Parish Council

## Full Council Minutes

Held on Monday 13<sup>th</sup> April 2026

7.30 pm

The Windermere Centre, Windermere Avenue, Hullbridge, SS5 6JR

Members present: Cllr Kevin O'Brien (Chair); Cllr Ian Kenlin (Vice Chair); Cllr Angelina Marriott; Cllr Paul White; Cllr David Elwell; Cllr Steve Cooper; Cllr Jane O'Brien; Cllr David Flack; Cllr S. Walsh; Cllr S. Naish; Cllr J. Hampstead.

Staff present: Mrs Nicola Harding (Clerk), Mrs Julie Mullett (Asst Clerk)  
Tom Welby – Bird Aware Essex Coast.  
5 members of the public were present.

### **164/04/26 Apologies for Absence**

**164.1/04/26** – Apologies from Cllr K. Charters were *noted*.

### **165/04/26 Declarations of Interest and Dispensations**

**165.1/04/26** – Cllr Flack declared a non-pecuniary interest in Agenda Item 4 due to his membership with the RSPB. Cllr S Cooper declared a non-pecuniary interest in Agenda Item 13 due to his employment with Southend City Council.

### **166/04/26. Approval of Minutes**

**166.1/04/26** RESOLVED – Councillors *agreed* that the minutes were a true record of the Meeting of the Council dated **Monday 9<sup>th</sup> March 2026**.

### **167/04/26 Bird Aware Essex Coast**

**167.1/04/26** – The Chair welcomed Tom Welby from Bird Aware Essex Coast. Tom Welby explained that Bird Aware Essex Coast is a mitigation strategy aimed at reducing recreational disturbance to coastal birds. He provided an informative presentation covering:

- Loss of habitat due to factors including climate change and increased human activity
- Disturbance caused by walkers and dogs, and the importance of keeping dogs on leads and maintaining distance from wildlife
- Indicators of distress in birds
- Guidance on areas to avoid in order to minimise disturbance to birds in both winter and summer.

Tom Welby also provided specific information regarding the swans in Hullbridge, advising that bread may be offered in very small quantities and should not be mouldy. Preferred food includes leafy greens, peas (including frozen peas in summer), and specialist waterfowl food. He advised that swans should be fed in the water and discouraged from accessing the slipway for food. The provision of appropriate signage to assist residents and visitors was discussed. Further information on swans can be sought from The Swan Sanctuary.



## HULLBRIDGE PARISH COUNCIL

Questions were taken from those present, focusing in particular on the prevention of bumblefoot. A representative from the South Essex Wildlife Hospital, who had recently treated swans from Hullbridge for this condition, expressed concerns and advised on preventative measures. Thanks were extended to Michelle Collier for her longstanding work in supporting the local swan population including organising the local community in clearing debris from the foreshore area. It was agreed that the Council would continue dialogue with local groups and contact South Woodham Ferrers Town Council to promote the welfare of the swans. Clerk to **ACTION**.

### **168/04/26. Minutes of Committees**

**168.1/04/26 RESOLVED** - Councillors *received* and *noted* the minutes of the following Committees:

- Planning & Infrastructure 11<sup>th</sup> March 7pm
- Planning & Infrastructure 1<sup>st</sup> April 7pm
- Environment & Open Spaces 8<sup>th</sup> April 7pm – CANCELLED
- General Purposes, Security & Resources 8<sup>th</sup> April 7pm

**168.2/04/26 RESOLVED** - Councillors *noted* the dates of upcoming Committee meetings;

- Planning & Infrastructure 22<sup>nd</sup> April 7pm
- Finance Policy & Appointments 29<sup>th</sup> April 7pm
- LGR Sub-Committee 29<sup>th</sup> April following the Finance Meeting.

### **169/04/26 Finance**

**169.1/04/26 RESOLVED** - Councillors *received* the payments made in March and *noted* the bank statements, bank reconciliations for March. Councillors *agreed* the Clerk has approval to pay any accounts due before the next meeting.

**169.2/04/26 RESOLVED** Councillors *agreed* to appoint Earlsmere Limited to carry out HAVS and Tool box training to comply with HSE. Clerk to **ACTION**.

**169.3/04/26 RESOLVED** - Councillors *noted* Auditing Solutions will carry out the year end Internal audit week commencing 20<sup>th</sup> April.

**169.4/04/26 RESOLVED** - Councillors *received* information from the Clerk and *discussed* the services and training provided by Councilwise. Councillors *agreed* to defer subscribing until 2027.

**169.5/04/26 RESOLVED** - Councillors *noted* the increase from £4 to £5 per bag TBS hygiene for the disposal of dog waste. Councillors *noted* alternative contractors were being investigated. Office to **ACTION**.

**169.6/04/26 RESOLVED** - Following recent issues, Councillors *agreed* the office can investigate alternative email and website providers. Office to **ACTION**.

### **170/04/26 Public Participation**

**170.1/04/26** - A member of the public requested an update regarding the collapsed section of Footpath 9. The Chair advised that this matter would be addressed later in the agenda.

A member of the public expressed thanks to the Council for its comprehensive response submitted to Rochford District Council in relation to the Local Plan Regulation 18 Consultation.

Cllr Flack enquired whether the Parish Council could organise a hustings event for local councillor candidates. The Chair advised that, as the Parish Council is a



non-political body, such an event would be more appropriately arranged by an independent group within the village.

## **171/04/26 District and County Council**

**171.1/04/26** – No Councillors present, no report.

## **172/04/26 Chairmans / Clerks Reports**

**172.1/04/26** – The Chair gave a verbal report on his attendance at the Rochford District Council Development Committee, to speak in favour of planning approval for the new Doctors Surgery at High Elms.

## **173/04/26 Village Security and Security Patrols**

**173.1/04/26 RESOLVED** – Councillors *noted*

- the Monthly Reports from S-Type Security. Cllr Elwell reported anti-social behaviour in Kendal Park during the Easter break. The Clerk advised that the security had been advised and they have agreed to increase patrols in the nature reserve .

## **174/04/26 Open Spaces**

**174.1/04/26 RESOLVED** – Councillors *received* a verbal update on the latest issues reported to Essex Highways from the Assistant Clerk. Cllr White requested an update on the marking for the cycle footpath on Hullbridge Road. Office to **ACTION.**

**174.2/04/26 RESOLVED** – The Clerk and Chair provided an update on recent correspondence concerning the King's Coastal Pathway. It was noted that no assistance would be forthcoming from Natural England in respect of the collapsed section of Footpath 9, and that in such circumstances the route would typically be diverted. A resident raised concerns regarding the safety of the area for walking groups and the general public, including the adequacy of the barriers currently in place. The Clerk advised that Essex County Council, as the responsible authority for Footpath 9, is fully aware of the issues. It was further noted that the Planning Committee has requested that the office write to the owner of Crouch Caravan Park to ascertain their intentions regarding any repairs to this section of the footpath. Office to **ACTION.**

**174.3/04/26 RESOLVED** – Councillors *noted* the information from the Clerk on the Saffron Trail, updates on this project will be provided at a future meeting. Clerk to **ACTION.**

**174.4/04/26 RESOLVED** – Councillors *noted* the decision of the General Purpose Committee to remove the teeth from the exit ramp at Pooles Lane Car Park. The Clerk confirmed she had consulted the insurance company prior to providing guidance for the Council, and that the exit would be monitored to ensure drivers do not use this as an entrance.

## **175/04/26 Policies/Procedures/ Risk Assessments**

**175.1/04/26 RESOLVED** – Councillors *reviewed* and *agreed* the following;

- Memorial Trees, Benches & Plaques Policy
- Communications Policy
- Press & Social Media Policy
- Website & Parish Noticeboard Policy
- Kendal Park Management Plan
- Recording of Meetings
- Community Engagement Strategy



## HULLBRIDGE PARISH COUNCIL

- IT Policy – updated, the Clerk confirmed that the policy covers the use of Artificial Intelligence (AI). Clerk to **ACTION**.

**175.2/04/26 RESOLVED** - Councillors received information regarding the Deed of Surrender required in respect of a foreshore plot that had been incorrectly registered. Councillors agreed that the Council had no objection to the proposed action but would not accept any costs associated with the matter. It was further agreed that the Clerk is authorised to liaise with the other party's solicitors to seek resolution. Clerk to **ACTION**.

### **176/04/26 Devolution / Local Government Reforms**

**176.1/04/26 RESOLVED** – Councillors *received* information on the new Unitary Authority.

**176.2/04/26 RESOLVED** – Councillors *noted* representatives from the Local Government Reforms (LGR) Sub-Committee will attend the Devolution and LGR meeting called by Rochford District Council (RDC) on 20<sup>th</sup> April.

**176.3/04/26 RESOLVED** - Councillors *noted* Rochford District Council are reviewing the Community Governance Review consultation, and will recommend a short-term election period in May 2028, to align Parish and Town Council elections.

### **177/04/26 HPC Citizen of the Year**

**177.1/04/26 RESOLVED** – Councillors *noted* that the competition had been advertised in the Spring/Summer newsletter and that nominations would be considered at the May Full Council meeting, including Cllr Flack's nomination of Michelle Collier.

### **178/04/26 Bus Route No. 20**

**178.1/04/26 RESOLVED** – Councillors considered the information received to date regarding the proposed withdrawal of the Number 20 bus route from Hullbridge by First Bus and the suggested replacement services. Concern was expressed regarding the lack of transparency and consultation undertaken by First Bus in relation to this decision. It was noted that meetings between First Bus, various Councillors, and Mark Francois MP were scheduled to take place during the week. It was agreed that the Council would write to First Bus once further information from these meetings has been received. The Assistant Clerk was requested to include this matter as an agenda item for the next Planning Committee meeting. Office to **ACTION**.

### **179/04/26 Representatives on Outside Bodies**

**179.1/04/26**

- a) **Hullbridge Community Association** (Cllrs D Flack, J. Hampstead) A verbal report was given including information on fire alarm testing and pre-school preparations for transition to school.
- b) **Windermere Centre** - (Cllr S. Walsh) A verbal report was given including the date of 20<sup>th</sup> May for their Annual General Meeting, and a possible name change for the centre. A key holder list will be provided for the venue.
- c) **Rochford Hundred Assoc. of Local Councils** (Cllrs Miss A Marriott/ C. Agius /K. O'Brien/ Clerk). Cllr Marriott spoke about the content of the next meeting scheduled for 16<sup>th</sup> April.
- d) **Hullbridge Library** (Cllr S. Naish) No Report.
- e) **Riverside Primary School** (Cllrs C. Agius, J. O'Brien, K. Charters) The Clerk advised the school have confirmed they will be participating in "Wild About Hullbridge".



# HULLBRIDGE PARISH COUNCIL

- f) **Police/Security/Neighbourhood Watch** (Cllr D. Elwell) A verbal report was given including positive reviews from residents for the Security Team, and a proposed future surgery with S-Type.
- g) **Riverside Medical Centre** (Cllrs S. Walsh, D. Flack, K. Charters) No Report.
- h) **Transport** (Cllr A. Marriott, Cllr J. O'Brien) No further report.
- i) **Parish Councillors** Cllr Naish thanked the Clerk for her work in producing the recently distributed Parish Newsletter .

## **108/04/26 Date of the next Parish Council Meeting and future agenda items**

**108.1/04/26** RESOLVED – Councillors *noted* that the next Council meeting will be the Annual General Meeting on **Monday 11<sup>th</sup> May 2026, 7.30pm** at the Windermere Centre, Windermere Road, Hullbridge. Councillors were *advised* any items for the next agenda should be forwarded to the Clerk at least 10 working days before the next Full Council.

**Meeting Closed** - Nicola Harding Clerk to the Council

Meeting closed 20.57  
Nicola Harding Clerk to the Council

CHAIRMAN \_\_\_\_\_ DATE \_\_\_\_\_

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