



# Hullbridge Parish Council

## Full Council Minutes

Held on Monday 10<sup>th</sup> November 2025

7.30 pm

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

Members present: Cllr K. O'Brien (Chair) Cllr I. Kenlin (Vice-Chair); Cllr D. Flack; Cllr D. Elwell; Cllr A. Marriott; Cllr C. Agius; Cllr J. O'Brien; Cllr S. Walsh; Cllr J Hampstead; Cllr S. Cooper; Cllr K. Charters.

Staff present: Mrs Nicola Harding (Clerk)

Four members of the public were present, including Cllr Mrs Danielle Belton, Leader of Rochford District Council.

***A minute's silence was observed prior to the commencement of the meeting in remembrance of those who served and lost their lives in conflict.***

### **84/11/25 Apologies for Absence**

**84.1/11/25** – Apologies from Cllr S. Naish and Cllr P. White were *noted*.

### **85/11/25 Declarations of Interest and Dispensations**

**85.1/11/25** – None.

### **86/11/25. Approval of Minutes**

**86.1/11/25** RESOLVED – Councillors *agreed* that the minutes were a true record of the Meeting of the Council dated **Monday 13<sup>th</sup> October 2025**.

*The Chair moved Agenda Items 5, 7 & 8 forward.*

### **87/11/25 Cllr Mrs Danielle Belton Leader of Rochford District Council (RDC).**

**87.1/11/25** The Chair welcomed Cllr Belton to the meeting. Cllr Belton provided an update on recent matters and developments at the District Council for the information of those present. Including;

- **Public Space Protection Order** - This incorporates Watery Lane due to issues in this area. Cllr Belton encouraged the council to engage with the consultation and share this with residents.
- **Local Plan** - An update was given on the current status of the plan. Cllr Belton assured those present that RDC were committed to protecting the greenbelt in the district. Information was given on the "Rooted in Rochford" weekly bulletin which can be subscribed to via the RDC website, this keeps those interested in the Local Plan updated on its progress.
- **Local Government Reforms** Cllr Belton advised that following the submissions regarding the proposed new unitary authority, there is currently no further update as these are now with government, and a decision is anticipated in February/March 2026. She confirmed that Mayoral elections are expected to take place in May 2026 and that the elections for Rochford District



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Council and Parish Councils will proceed as normal in 2026. A meeting will be held on 20<sup>th</sup> November for all Parish Councils to receive an update on current matters and further information on the Community Governance Review. Parish Councils are encouraged to engage fully in the Review and to share the consultation with residents once it becomes available.

Cllr Belton then took questions from Councillors including;

- Clarification on the roles of the Leader of RDC and the Chair of RDC.
- Lack of public consultation in the Devolution process.
- An explanation of the four unitary proposals submitted the government.
- Cllr Agius thanked Cllr Belton for attending and noted that the District Councillors for Hullbridge do not attend Parish Council meetings.
- Current position of the Local Plan.

The Chair thanked Cllr Belton for her time and the information given. Cllr Belton then left the meeting.

## **88/11/25 Public Participation**

**88.1/11/25** A member of the public requested information on the recent collapse of a section of footpath 9. The Clerk advised that she had notified the relevant authorities, and will keep residents updated as soon as more information becomes available.

## **89/11/25 District and County Council**

**89.1/11/25** No District or Essex County Councillor was present and no report was received. It was requested that the Clerk record that Footpath 9 is currently considered a public hazard and falls under the remit of Essex County Council, and that the absence of the Essex County Councillor this meeting prevented residents from receiving vital information or updates.

## **90/11/25. Minutes of Committees**

**90.1/11/25** RESOLVED – Councillors *received* and *noted* the minutes of the following Committees:

- Events & Leisure 15<sup>th</sup> October 6pm
- Planning & Infrastructure 15<sup>th</sup> October 7pm
- General Purpose & Security Resources 15<sup>th</sup> October 8pm
- Planning & Infrastructure 5<sup>th</sup> November 7pm

**90.2/11/25** RESOLVED – Councillors *noted* the dates of upcoming Committee meetings;

- Environment & Open Spaces 12<sup>th</sup> November 7pm
- Planning & Infrastructure 26<sup>th</sup> November 7pm
- Finance, Policy & Appointments 26<sup>th</sup> November 8pm

## **91/11/25 Finance**

**91.1/11/25** RESOLVED - Councillors *received* the payments made in October and *noted* the bank statements, bank reconciliations for October. Councillors *agreed* the Clerk has approval to pay any accounts due before the next meeting.

**91.2/11/25** RESOLVED - Councillors *viewed*, *discussed* and *considered* the draft budget 2026-27. Cllr Cooper asked a question regarding budgetary planning for



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unforeseen costs as a result of Local Government Reforms , which the Clerk responded to. Councillors *noted* the 26-27 budget is being reviewed by the Finance Committee with a view to Full Council ratification in December. Clerk to **ACTION.**

**91.3/11/25 RESOLVED** - Councillors *noted* the transfer of £40,000 from the CCLA account to the council's Unity account.

**91.4/11/25 RESOLVED** – Councillors *noted* the Interim Audit was currently underway and the report would be available for the December Full Council meeting. Clerk to **ACTION.**

**91.5/11/25 RESOLVED** – Councillors *agreed* to commemorate the retirement of the school crossing guard with a small gift, the Clerk will liaise with the school. Clerk to **ACTION.**

**91.6/11/25 RESOLVED**- Councillors *agreed* a donation of £150 for both the Salvation Army and Love to Sign. Clerk to **ACTION.**

### **92/11/25 Chairmans / Clerks Reports**

**92.1/11/25** – The Chair gave a verbal report on;

- His attendance at the Hullbridge Remembrance Services, the Chair gave thanks to Cllr J. O'Brien for attending the Rayleigh service and Cllr J. Hampstead for attending the Hockley service on behalf of the Parish Council and also thanked Cllr I. Kenlin for standing by should his attendance be required.
- Recent Clerk/Chairs Meeting.
- Police led community meeting at the Free church to raise awareness of scams.
- Anglian Water sewage works meeting to resolve the persistent odour issue.
- Riverside Primary School meeting with headteacher to discuss various issues including nuisance parking and school council.
  - The Clerk gave a verbal report on;
- Feedback from residents on placement for the next speed sign.
- Work experience
- Racist graffiti.

### **93/11/25 Village Security and Security Patrols**

**93.1/11/25 RESOLVED** –

Councillors *noted* the Monthly Reports from S-Type Security. The Clerk advised that a meeting was scheduled for 13<sup>th</sup> November to discuss the contract renewal.

### **94/11/25 Open Spaces**

**94.1/11/25 RESOLVED** – Councillors *noted* the successful displays of poppies at High Elms and outside the Library. Councillors expressed their thanks to the maintenance staff and to the members of the Windermere Centre for their work on this. Cllr Flack also commended the maintenance staff for the design and installation of the new planter in Pooles Lane Car Park.

**94.2/11/25 RESOLVED** – Councillors *noted* the successful installation of the defibrillator at the Library. Clerk to contact Hullbridge First Responders. Clerk to **ACTION.**

**94.3/11/25 RESOLVED** – Councillors *received* an update on the revetment works in Kendal Park.

### **95/11/25 Christmas 2025**

**95.1/11/25 RESOLVED** – All Councillors present *agreed* they will be in attendance on the 29<sup>th</sup> November.

**95.2/11/25 RESOLVED** – Councillors *agreed* an appropriate gift be arranged . Clerk to **ACTION.**



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## **96/11/25 Policies/Procedures/ Risk Assessments**

**96.1/11/25** RESOLVED – Councillors *reviewed* and *agreed* the following;

- Standing Orders 1-10
- Petrol/Diesel Risk Assessment 1-4. Clerk to **ACTION**.

## **97/11/25 Local Government Reforms / Devolution**

**97.1/11/25** RESOLVED – Councillors *considered* and *agreed* the Expression of Interest (EOI) from the Parish Council in the assets currently held on long term leases with RDC for the Car Park at Pooles Lane (including the public convenience) and Kendal Park Nature Reserve as part of the Local Government Reforms asset transfer.

**97.2/11/25** RESOLVED - Councillors *noted* the correspondence from Cllr Crosbie (Rochford Parish Council and Chair of Rochford Steering Group) regarding the possibility of local councils working together to prepare a bid to take over the running of the Freight House, Rochford, as part of future asset dispersals under Local Government Reorganisation (LGR). Councillors *agreed* that the LGR Steering Committee consider this matter and bring a recommendation to Full Council. Clerk to **ACTION**.

**97.3/11/25** RESOLVED - Councillors *noted* the timeline and Terms of Reference for the Community Governance Review being undertaken at RDC Councillors *agreed* that the LGR Steering Committee consider this matter and bring a recommendation to Full Council. Clerk to **ACTION**.

**97.4/11/25** RESOLVED – Councillors *received* an update on this agenda point as part of the Chairs report.

## **98/11/25 Representatives on Outside Bodies**

### **98.1/11/25**

- a) **Hullbridge Community Association** (Cllrs D Flack, J. Hampstead) A verbal report was given including information on the preschool and the upcoming HCA meeting on 12<sup>th</sup> November.
- b) **Windermere Centre** - (Cllr S. Walsh ) A verbal report was given including;
  - information on the poppy project and future initiatives.
  - Craft Fair 22<sup>nd</sup> November
  - Christmas Meal for members 10<sup>th</sup> December
- c) **Rochford Hundred Assoc. of Local Councils** (Cllrs Miss A Marriott/ C. Agius /K. O'Brien/ Clerk) A verbal report was given including the Neighbourhood Plan event organised by the Vice-Chair of Hawkwell Parish Council alongside the RHALC.
- d) **Hullbridge Library** (Cllr S. Naish) No report.
- e) **Crouch Valley Coastal Community** (Cllrs D Flack) No report.
- f) **Riverside Primary School** (Cllrs C. Agius, J. O'Brien, K. Charters) A verbal was given including; Children in need fundraising event and Operation Christmas Child.
- g) **Police/Security/Neighbourhood Watch** (Cllr D. Elwell) A verbal report was given including scams and pavement and grass verge parking issues.
- h) **Riverside Medical Centre** (Cllrs S. Walsh, D. Flack, K. Charters) – Cllr Walsh advised that the change of use planning application for the new surgery will be submitted shortly with a potential opening date of April 2026.



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- i) **Transport** (Cllr A. Marriott, Cllr J. O'Brien) – Cllr J. O'Brien advised she will be attending the next meeting in November.
- j) **Parish Councillors** – Cllr K. Charters informed those present that a second playground was currently being installed at High Elms.

## **99/11/25 Items to be added onto the next Agenda and Date of the next Parish Council Meeting**

**99.1/11/25** RESOLVED –Councillors were advised that any Agenda items be sent to the Clerk at least 10 working days prior to the next Full Council meeting.

**99.2/11/25** RESOLVED – Councillors *noted* that the next Council meeting will be on **Monday 8<sup>th</sup> December 2025 19.30** at the Windermere Centre.

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

Meeting closed 20:42 hrs  
Nicola Harding Clerk to the Council

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

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