



Hullbridge Parish Council

Meeting of the Council commencing at 7.30pm on **Monday 13th March 2023**

Attended: Miss A Marriott, C. Agius, Mrs L. Campbell- Daley D. Elwell, D. Flack, Mrs J O'Brien, K. O'Brien, P. White, H. Gilbert, S. Cooper.

Clerk: Mrs N Harding

4 Members of the public were also present.

151/03/23 Apologies for Absence

151.1/03/23 – No apologies were received.

Cllr P. White arrived at 7.32pm

152/03/23 Declarations of Interest and Dispensations

152.1/03/23 – None.

153/03/23. Approval of Minutes

153.1/03/23 RESOLVED – Members *agreed* that the Minutes were a true record of the Meeting of the Council dated **Monday 13th February 2023**.

154/03/23. Minutes of Committees

154.1/03/23 RESOLVED - Members *noted* the minutes of the following Committees:

- Planning 15th February 2023
- Environment & Open Spaces 15th February 2023
- Personnel 22nd February 2023
- Finance 22nd February 2023

155/03/23 Public Participation

155.1/03/23 – Members of public raised the following with Councillors present.

- The definition of UKSPF item 14.2 on the Agenda
- Support to keep the Teen Shelter in situ.
- Support for the 20's plenty campaign on suitable roads within Hullbridge.

156/03/23 District and County Councillor Reports

156.1/03/23 - No Councillor present, no report.

157/03/23 Chairmans / Clerks Reports

157.1/03/23 – The Chair gave a verbal report including;

- Attendance at the Civic Dinner
- Information gathering relating to Rochford District Councils website and Planning Portal.

The Clerk *advised* members of the Events and Leisure Committee on 15th March.

Cllr I. Campbell-Daley arrived at 7.45pm

158/03/23 Finance

158.1/03/23 RESOLVED - Members *viewed* and *agreed* the payments due to be made in March and *agreed* the bank statements, bank reconciliations and trial balance for February.

158.2/03/23 RESOLVED - Members *to agreed* that Auditing Solutions would carry out the 2022/23 Internal Audit.

158.3/03/23 RESOLVED - Members *noted* the Section 137 expenditure for 2023/2024 is £9.93 per electorate. The Chair provided a brief explanation of S137.

158.4/03/23 RESOLVED – Members *noted* the appointment of the Accounts Assistant.

158.5/03/23 RESOLVED – Members *received* information regarding the LED replacement rollout. Members were advised that the Planning and Infrastructure Committee would report back to Full Council after receipt of a report from the lighting contractor.

159/03/23 Security Patrols

159.1/03/23 RESOLVED - Members *viewed* the report no issues were raised.

159.2/03/23 RESOLVED - Members *discussed* the Teen Shelter and CCTV and the *recommendations* from the General-Purpose Committee. Members *agreed* to have further meetings with both Bar n Bus and S-Type and discussions with Rochford District Council and the HCA to address and find solutions for the anti-social behaviour issues in the area and encourage positive interaction with the young people using the shelter. Clerk to ACTION.

160/03/23 20's Plenty for Essex Campaign

160.1/03/23 RESOLVED - Members *considered* the information provided from the Environment and Open Spaces Committee. A discussion was had about which roads in Hullbridge would be suitable for this initiative and concerns were raised over enforceability. Members *agreed* to support the campaign in Essex and *voted* to propose a 20mph speed limit for consideration along Poole's Lane. Clerk to ACTION.

161/03/23 Unadopted Roads Meeting / Road works

161.1/03/23 RESOLVED - Members *received* a verbal report from the meeting with the Police and Essex Highways in addition to documents circulated, including information on;

- Unadopted Roads
- Speeding
- Mobile home deliveries

161.2/03/23 RESOLVED – Members *agreed* to arrange a further meeting with the police once the police report from the initial meeting has been received.

162/03/23 Kendal Park/Rose Garden/River Footpath/Pooles Lane Car Park

162.1/03/23 RESOLVED – Members *noted* the updated appendix and *received* an update.

163/03/23 Policies and Procedures

163.1/03/23 RESOLVED - Members *approved* the policies and procedures previously reviewed.

- Standing Orders – Order 4d to be amended to give the Chair voting rights on all Committees– Clerk to ACTION
- Financial Regulations
- Code of Conduct

163.2/03/23 RESOLVED – Members *agreed* the following for 2023/2024

- LCRS Risk Assessments

- Governance and Management risk Register
- Asset Register
- Action Plan 2021/2026 – Members *agreed* the current Action Plan with a view to change the format to give Committees responsibility for reviewing items in progress. Clerk to ACTION.

163.3/03/23 RESOLVED – Members *agreed* the amendments for the Memorial Trees, Benches and Plaque Policy. – Clerk to ACTION

163.4/03/23 RESOLVED – Members *agreed* the amendments to the Notice Board Policy. - Clerk to ACTION

164/03/23 Representatives on Outside Bodies

164.1/03/23

- a) **Citizen Advise Bureau** (Cllr Mrs L Campbell-Daley) – A verbal report was given. Cllrs were advised that the office had now moved to Mill Hall.
- b) **Hullbridge Community Association** (Cllrs D Flack / Mrs. J O’Brien) – A verbal report was given including information on the ongoing issue regarding the access road.
- c) **Windermere Centre** - (Cllrs A. Marriott/ J. O’Brien) – No report, the Clerk will contact the Centre regarding meeting information and the Fire Plan. Clerk to ACTION
- d) **Rochford Hundred Assoc. of Local Councils** (Cllrs Miss A Marriott /C.Agius / Clerk) - Meeting to be held in April.
- e) **Transport** (Cllr Mrs L Campbell-Daley) – A verbal report was given.
- f) **Hullbridge Library** (Cllr J. O’Brien) – A verbal reports was given.
- g) **Essex Coastal Forum** (Cllrs. P White / D, Flack). –. No Report.
- h) **Riverside Primary School** (Cllrs Miss A. Marriott, C. Agius)– A verbal report was given.
- i) **Police Liaison** (Cllr D. Elwell) – Councillors were advised of the upcoming surgery at the Parish Office.
- j) **Healthcare** (Cllrs Mrs A. Marriott, D. Flack, C. Agius). No report
- k) **Parish Councillors** – Cllrs Kevin and Jane O’Brien advised members present of their attendance at the Police meeting held by the District Commander at Rayleigh which included discussions on;
 - Streetsafe website
 - Independent Advisory Group Meeting 30th March
 - Lower Road Speeding Issues
 - Drug usage should be reported to 101

164.2/03/23 RESOLVED – Members *received* a report and *agreed* to be become a permanent member. Members *nominated* Cllr A. Marriott to be the representative with Cllr K. O’Brien as the deputy. Clerk to ACTION

165/03/23 Items to be added onto the next Agenda and Date of the next Parish Council Meeting

165.1/03/23 Members to *forward* any items for the next Agenda to the Clerk before 3rd April

165.2/03/23 RESOLVED – Members agreed that the next Council meeting will be on **Monday 17th April 2023 19.30** at the Windermere Centre.

Meeting Closed to Press and Public

166/03/23 Parish Lighting Contract

166.1/03/23 RESOLVED – Members *considered* and *agreed* the 5 year contract. Clerk to ACTION

Meeting closed 20.50hrs

CHAIRMAN _____ DATE _____

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MINUTES PLEASE CONTACT THE PARISH CLERK

Hullbridge Parish Council			March 2023 Meeting			
Financial Breakdown						
Date	Int ref	Inv no.	Payee	Cheque No.	Amount	VAT
			Regular Payments			
14.03.2023	D23/3/1		Gas - Direct Debit (5% VAT calculated annually)	DIRECT DEBIT	59.00	2.81
14.03.2023	D23/3/2		Electric - Direct Debit (5% VAT calculated annually)	DIRECT DEBIT	70.00	3.50
14.03.2023	D23/3/3		British Gas (Pooles Lane Toilet) (Elec)	DIRECT DEBIT	27.96	1.33
14.03.2023	D23/3/4	TT0661023685	Talk Talk Direct Debit	DIRECT DEBIT	47.81	7.97
14.03.2023	D23/3/5	P340834	TLM Management	DIRECT DEBIT	92.02	15.34
14.03.2023	D23/3/6	n/a	Lloyds Company credit card: Monthly fee £3 MSFT £11.28 (VAT £1.88) Amazon £20.99 (VAT £3.50) Ebay £1.99 Amazon £8.99 (Prime) Amazon £8.99 (VAT £1.50) DVLA £292.50 (No VAT) Ebay £267.80 Ebay £6.70 Vodafone £20.58 (VAT £3.43) Bluehouse hardwoods £270.00 (VAT £45.00)	DIRECT DEBIT	912.82	55.31
14.03.2023	D23/3/7	4955423	BP Fuel	DIRECT DEBIT	106.04	17.67
14.03.2023	D23/3/8	1346913439	Screwfix	DIRECT DEBIT	8.19	1.36
14.03.2023	D23/3/9	1349760226	Screwfix	DIRECT DEBIT	6.49	1.08
14.03.2023	D23/3/10	1349375977	Screwfix	DIRECT DEBIT	22.99	3.83
14.03.2023	D23/3/11	Mar-23	Vodafone	DIRECT DEBIT	27.10	3.68
14.03.2023	B23/3/12	n/a	The Hullbridge Senior Citizens Welfare Council (Hullbridge centre hall fee)March 2023	BACS	35.00	0.00
14.03.2023	B23/3/13	S0149	Healthmatic	BACS	69.31	11.55
14.03.2023	B23/3/14	IN0237535	Tudor environmental	BACS	816.90	136.15
14.03.2023	B23/3/15	122260	Ernest Doe	BACS	33.89	5.65
14.03.2023	B23/3/16	2389	Print & web studio	BACS	42.00	7.00
14.03.2023	B23/3/17	37064	A&J Lighting	BACS	240.00	40.00
14.03.2023	B23/3/18	3448	TBS Hygiene	BACS	117.00	19.50
14.03.2023	B23/3/19	SO02116911	L&S Engineers	BACS	207.78	34.63
14.03.2023	B23/3/20	16330	EALC	BACS	360.00	60.00
14.03.2023	B23/3/21	IN06387400	N Power	BACS	625.50	104.25
14.03.2023	B23/3/22	SS0567	S-Type Security	BACS	672.00	112.00
14.03.2023	B23/3/23	n/a	Imprest	BACS	9.10	0.17
14.03.2023	B23/3/24		Personnel	BACS	10,795.64	0.00
14.03.2023	B23/3/25	107330	Minster cleaning	BACS	249.66	41.61
14.03.2023	B23/3/26	98404006	A to Z supplies	BACS	30.49	5.08
14.03.2023	B23/3/27	2427	Print and web	BACS	96	16
14.03.2023	D23/3/28		Unity Trust Bank Chgs	DIRECT DEBIT	37.95	0
14.03.2023	B23/3/29	IN0241113	Tudor environmental	BACS	95.94	15.99
14.03.2023	B23/3/30	SI859206	Glasdon	BACS	774.71	129.12
14.03.2023	B23/3/31	ORD508949-1	SLCC	BACS	52.3	0.8
14.03.2023	B23/3/32	130323	SWCAA	BACS	483	0
			TOTAL		17,224.59	853.38
			Receipts			
	1	Williams	311 Ferry Rd	BACS	33.33	0.00
	2		Allotments Cash	CASH	40.50	0.00
	3		Allotment Chq	CHQS	70.50	0.00
	4		Allotments BACS	BACS	78.16	0.00
			TOTAL		222.49	0.00