



Hullbridge Parish Council

Meeting of the Council commencing at 7.30pm on **Monday 13th June 2022**

Attended: Miss A Marriott, C. Agius, D. Elwell, Mrs J O'Brien, K. O'Brien, P. White, Ms H. Gilbert

Clerk: Mrs N Harding.

2 Members of the public were also present

21/6/22 Apologies for Absence

21.1/6/22 - Apologies from Cllr I. Kenlin, Cllr D. Flack, Cllr M. Hoy were *noted* by Members.

22/6/22 Declarations of Interest and Dispensations

22.1/6/22 – No Declarations of Interest or Dispensations.

23/6/22. Approval of Minutes

23.1/6/22 RESOLVED – Members *agreed* that the Minutes were a true record of the Annual Meeting of the Council dated **Monday 16th May 2022**.

23.2/6/22 RESOLVED – Members *agreed* that the Minutes were a true record of the Annual Parish Assembly dated **Monday 16th May 2022**.

24/6/22. Minutes of Committees

24.1/6/22 – RESOLVED Members *noted* the minutes of the following committees:

- Events and Leisure 18th May 2022.- DRAFT
- Planning and Infrastructure 25th May 2022.- DRAFT
- General Purposes Security & Resources 25th May .- DRAFT

25/6/22 Committee Membership and Terms of Reference

25.1/6/22 – Members *agreed* that Cllr D. Elwell will sit on the Finance Committee, there still remains 1 space on the Finance Committee and 1 space on the Events and Leisure Committee

25.2/6/22 - RESOLVED Members *agreed* the Events and Leisure Terms of Reference. – Clerk to ACTION.

25.3/6/22 – RESOLVED Members *agreed* the Planning and Infrastructure Terms of Reference – Clerk to ACTION.

25.4/6/22 – RESOLVED Members *agreed* the General Purpose, Security and Resources Terms of Reference – Clerk to ACTION.

25.5/6/22 – Members *noted* the change of time and date for the upcoming Finance Meeting.

26/6/22 Public Participation

26.1/6/22 – Item 15 on the Agenda was brought forward. Members *discussed* the issue raised by a member of public regarding lack of response from land owners, District and County Council for assistance or guidance in finding land/premises for an MOT station in Hullbridge. Cllr A.

Marriott will advise the member of public of the portfolio holder for business matters within Rochford District Council. Members *advised* it may be useful to approach Mark Francois MP via email or at a surgery.

27/6/22 District and County Councillor Reports

27.1/6/22 – No District or County Councillor present, no report. The Council voiced its frustration with the lack of reports or information from District and County Councillors on various issues raised by residents. The Chairman declared her intention to attend Rochford District Council Meetings to represent the Parish Council and feedback relevant information where possible. ACTION – Clerk to again request reports/updates from District and County Councillors.

28/6/22 Chairmans / Clerks Reports

28.1/6/22 – The Chairman gave a brief report including her attendance at the Rochford Beacon Lighting and a wellbeing event in Rayleigh, she passed along the updated Citizens Advice contact information to the office for resident information.

The Clerk gave a report which included

- Platinum Jubilee Events
- Allotment and Best Kept Garden competitions
- Bar n Bus

29/6/22 Finance

29.1/6/22 RESOLVED - Members *viewed* and *agreed* the payments to be made in June and *agreed* the bank reconciliations and trial balance for May.

29.2/6/22 RESOLVED - Members *viewed* the Internal Auditor report and action and no comments arose.

29.3/6/22 RESOLVED - Members *viewed* and *agreed* the explanation of any significant year on year variances in the Accounting Statements.

29.4/6/22 RESOLVED - Members *reviewed* and *agreed* the effectiveness of its system of Internal Control which is in accordance with proper practices.

29.5/6/22 RESOLVED - Members *agreed* by Resolution the Annual Governance Statement 2021/2022.

29.6/6/22 RESOLVED Members *agreed* the Accounting Statements for 2021/2022.

29.7/6/22 Members noted that the Notice of Public Rights and Publication of Unaudited Annual Return will commence on 14/6/22 for the period of the 15th June – 26th July.

29.8/6/22 Members *noted* the launch of the CIF scheme for 2022.

Hullbridge Parish Council
Financial Breakdown

June 2022 Meeting

Date	Int Ref	Invoice Number	Payee	Cheque No.	Amount	VAT
			Regular Payments			
13.06.2022	22/6/1	T65854019013	Gas - Direct Debit (5% VAT calculated annually) EDF Office	DIRECT DEBIT	65.00	3.25
13.06.2022	22/6/2	T65854002013	Electric - Direct Debit (5% VAT calculated annually) EDF Office	DIRECT DEBIT	70.00	3.50
13.06.2022	22/6/3	TT0634716137	Talk Talk Direct Debit (Phone/Broadband)	DIRECT DEBIT	47.37	7.89
13.06.2022	22/6/4	972740774	Electric - Direct Debit (5% VAT calculated annually) British Gas Pooles Lane Toilets	DIRECT DEBIT	26.37	1.25
13.06.2022	22/6/5	26.05.2022	Lloyds Company credit card: Monthly fee £3 Microsoft £11.28 (VAT £1.88) Ian Hamilton £226.97 (VAT £37.83) Amazon - various £164.52 (VAT £27.42) Microsoft £79.99 (VAT £13.33) Post Office £50 (VAT £0) HP £1004.30 (VAT £167.38) Post Office £28.80 (VAT £0) Ebay £7.56 (VAT £1.26) Amazon £14.98 (VAT £2.50) CREDIT AMAZON £26.99 (VAT £4.50) Ebay £52.08 (VAT £0)	DIRECT DEBIT	1,616.49	256.10
13.06.2022	22/6/6	P316305	TLM Management Ltd (Gen Waste)	DIRECT DEBIT	102.77	17.13
13.06.2022	22/6/7	4389363	BE Fuel (inv 4389363 14th May 2022)	DIRECT DEBIT	163.00	27.17
13.06.2022	22/6/8		BE Fuel -(inv 4430615 30th May 2022)	DIRECT DEBIT	107.04	17.84
13.06.2022	22/6/9	SLCC AGM	SLCC	BACS	25.00	0.00
13.06.2022	22/6/10	233	D&G	BACS	43.39	0.00
13.06.2022	22/6/11	407	Riverside Nursery	BACS	23.98	3.99
13.06.2022	22/6/12	405	Riverside Nursery	BACS	901.15	150.19
13.06.2022	22/6/13	412	Riverside Nursery	BACS	305.75	50.96
13.06.2022	22/6/14	RMTG/22/052	Rural Service Partnership	BACS	135.60	22.60
13.06.2022	22/6/15	515076812	Zurich	BACS	1,950.42	0.00
13.06.2022	22/6/16	11836	Healthmatic	BACS	157.32	26.22
13.06.2022	22/6/17	403199	Capital Cleaning	BACS	108.00	18.00
13.06.2022	22/6/18	518946	PGR	BACS	33.64	5.61
13.06.2022	22/6/19		Personnel	BACS	9,039.13	0.00
13.06.2022	22/6/20		Imprest Account	BACS	13.90	1.96
13.06.2022	22/6/21		Hullbridge Centre Hall Hire	BACS	35.00	0.00
13.06.2022	22/6/22	2305	Palmer Tree Services	BACS	150.00	0.00
13.06.2022	22/6/23	36241	A&J Lighting	BACS	281.40	46.90
13.06.2022	22/6/24	103687	Minsters Cleaning	BACS	247.00	41.17
13.06.2022	22/6/25	103690	Minsters Cleaning	BACS	56.10	9.35
13.06.2022	22/6/26	3016	Kinetic Internet Ltd	BACS	108.00	18.00
13.06.2022	22/6/27	6626	Verdant Solutions	BACS	557.52	92.92
13.06.2022	22/6/28	196322	Ernest Doe & Sons Ltd	BACS	61.51	10.25
13.06.2022	22/6/29	51840401	Glasdon	BACS	607.79	101.30
13.06.2022	22/6/30	IN03717151	N Power	BACS	880.82	146.80
13.06.2022	22/6/31	SIN00530116	PGR	BACS	163.68	27.28
13.06.2022	22/6/32	550384	S-Type Security	BACS	525.00	0.00
13.06.2022	22/6/33	2319	TBS Hygiene	BACS	167.70	27.95
13.06.2022	22/6/34	103871	Minster Cleaning	BACS	249.66	41.61
13.06.2022	22/6/35	9854	C. Dennis	BACS	66.00	11.00
			TOTAL		19,092.50	1,188.19
			Receipts			
			Jubilee Funding RDC		400.00	0.00
			Kingham Water		44.15	0.00
			311 Ferry Rd		33.33	0.00
			VAT Refund HMRC		1,482.86	0.00
				Total	1,960.34	0.00
16.05.2022			Nationwide transfer of funds - re credited		25000	

30/6/22 Security Patrols

30.1/6/22 – RESOLVED Members *received* the report, no comments were made.

30.2/6/22- RESOLVED Members *discussed* and *agreed* the security tender process would commence on the 14th June. Clerk to ACTION.

30.3/6/22 – RESOLVED Members *agreed* a 36 month contract length and a 30 day handover period.

31/6/22 Training

31.1/6/22 – Members *received* information on training provided by EALC.

32/6/22 Kendal Park/Rose Garden/River Footpath/Pooles Lane Car Park

32.1/6/22 – Members *received* a general update including information on the installation of the Jubilee Bench, problems with E-Scooters in Kendal Park and closing of Pooles Lane Car Park for cutting maintenance.

33/6/22 Highways Issues

33.1/6/22 - Members *discussed* the issues raised in **27.1/6/22** above. The highways issues raised by residents at Councillor Surgeries covering speeding in Lower Road , signage and speed watch will be put on a forthcoming Planning and Infrastructure Agenda. Office to ACTION. Cllr Marriott will make contact with Cllr Steptoe to find possible alternative routes to raise Parish concerns.

34/6/22 Footpaths / Highways

34.1/6/22 – Members *noted* the appendix.

34.2/6/22 – Members *noted* the appendix.

35/6/22 Resident Enquiry

35.1/6/22 – This item was discussed in **26.1/6/22**

36/6/22 Chairmans Dinner

36.1/6/22- Members *agreed* to hold a Chairmans Dinner as part of 60 years of Hullbridge Council.

37/6/22 Best Kept Frontage Competition

37.1/6/22 – Members *received* information.

38/6/22 Representatives on Outside Bodies

38.1/6/22

- a) Citizen Advise Bureau (Cllr Mrs L Campbell-Daley) – No Report.
- b) Hullbridge Community Association (Cllrs D Flack / Mrs. J O'Brien) – No Report
- c) Hullbridge Centre (Cllr Mrs A Hale) – No Report.
- d) Rochford Hundred Assoc. of Local Councils (Cllrs Miss A Marriott /C.Agius / Clerk) **Next meeting will be 21st July 2022.**
- e) Transport (Cllr Mrs L Campbell-Daley) – no Report
- f) Hullbridge Library (Cllr J. O'Brien) – No Report
- g) Essex Coastal Forum (Cllrs. P White / D, Flack). – No rReport , **Next Meeting 14th June 2022**
- h) Riverside Primary School (Cllrs Miss A. Marriott, C. Agius)– No Report
- i) Police Liaison (Cllr D.Elwell) – a written report was submitted to Members and a brief summary given.
- j) Healthcare (Cllrs Mrs A. Hale, D. Flack, C.Agius) – No Report.

39/6/22 Items to be added onto the next Agenda and Date of the next Parish Council Meeting

39.1/6/22 – Members to *forward* any items for the next Agenda to the Clerk.

39.2/6/22 - RESOLVED – Members agreed that the next Council meeting will be on
Monday 11th July 2022 19.30 at the Hullbridge Centre.

Meeting closed 20.45hrs

Nicola Harding
Clerk to the Council

CHAIRMAN _____ DATE _____

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