



# Hullbridge Parish Council

## Full Council Minutes

Held on Monday 14<sup>th</sup> April 2025

7.30 pm

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

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

Staff present: Mrs Nicola Harding (Clerk), Mrs Julie Mullett (Assistant Clerk)

6 Members of the public were also present.

### **162/04/25 Apologies for Absence**

**162.1/04/25** – Councillors *noted* apologies from Cllr Charters, Cllr Naish and Cllr Marriott.

### **163/04/25 Declarations of Interest and Dispensations**

**163.1/04/25** – None

### **164/04/25. Approval of Minutes**

**164.1/04/25** RESOLVED – Councillors *agreed* that the minutes were a true record of the Meeting of the Council dated **Monday 10<sup>th</sup> March 2025**.

### **165/04/25. Minutes of Committees**

**165.1/04/25** RESOLVED – Councillors *received* and *noted* the minutes of the following Committees:

- Events & Leisure 12<sup>th</sup> March 6pm
- Planning & Infrastructure 12<sup>th</sup> March 7pm
- General Purpose Security & Resources 12<sup>th</sup> March 8pm
- Planning & Infrastructure 2<sup>nd</sup> April 7pm
- Environment & Open Spaces 9<sup>th</sup> April 7pm - CANCELLED

**165.2/04/25** – Councillors *noted* upcoming Committee Meetings

- Planning & Infrastructure 23<sup>rd</sup> April 7pm
- Finance Policy & Appointments 23<sup>rd</sup> April 8pm

**165.3/04/25** – Councillors *received* a verbal report from the Village Resilience Working Group with concerns raised to government over infrastructure over reliance on full fibre internet. Cllr Elwell will feedback response once received.

### **166/04/25 Public Participation**

**166.1/04/25**

- A member of the public requested an update on the VAS sign, the Chair advised that the application was still with Essex County Council.



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- A member of the public spoke about the poppy project for the village, and advised that the Windermere Centre had made good progress, further discussions will be had with the library about an outside display.
- A member of the public asked for more information on Agenda item 8.2, the Clerk gave clarification.
- A member of the public raised concerns over non-biodegradable dog waste bags being donated in the new dog waste bag stations. The maintenance team will monitor this.

### **167/04/25 District and County Council**

**167.1/04/25** – No Councillor present, no report.

**167.2/04/25** – Councillors discussed the response to the March County Councillor's report. It was noted that the report had been sent to the Assistant Clerk rather than the Clerk, and as a result, was not included on the agenda for the March Full Council meeting. It was also noted that no County Councillor's report had been received for April. During the discussion, Councillors expressed concerns regarding local government reforms, including the potential structure of a future unitary authority and the implications of proposed housing developments in the area. It was agreed that an invitation would be extended to the Leader of Rochford District Council to attend a future meeting and address these concerns. Clerk to **ACTION**.

### **168/04/25 Chairmans / Clerks Reports**

**168.1/04/25** –The Chair gave a verbal report on;

- The Chair recorded his thanks to the office staff for their work undertaken during the financial year end.
- Congratulations were extended to Hullbridge resident, Chisola Chitambala, on her successful participation in the television programme *The Apprentice*.

### **169/04/25 Finance**

**169.1/04/25 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.

**169.2/04/25 RESOLVED** – Councillors *noted* the proposed disposal of land in Kendal Park by Rochford District Council and *agreed* the Parish Council had no objections. Clerk to **ACTION**.

**169.3/04/25 RESOLVED** - Councillors *received* and *agreed* the General Reserves and Earmarked Reserves for 2024-25, Councillors *noted* any changes following the accounts shutdown will be advised to the next finance Committee Meeting. Clerk to **ACTION**.

**169.4/04/25 RESOLVED** – Councillors *agreed* to appoint Earlsmere Limited to carry out HAVS and Tool box training to comply with HSE. Clerk to **ACTION**.

**169.5/04/25 RESOLVED** - Councillors *noted* the Section 137 sum agreed for 2025/26 by the Department for Levelling Up, Housing and Communities is **£11.10**. Councillors further *noted* this is for information purposes only as Hullbridge Parish Council hold General Power of Competence.

**169.6/04/25 RESOLVED** - Councillors *considered* and *agreed* Membership to Rural community Council of Essex at a cost of £133.50 ex VAT. Clerk to **ACTION**.

**169.7/04/25 RESOLVED** - Councillors considered the grant application submitted by the Parkinson's Café and agreed that a grant of £350 be awarded. Clerk to **ACTION**.

**169.8/04/25** Councillors *noted* the internal audit will commence on 29<sup>th</sup> April 2025.



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**169.9/04/25 RESOLVED** - Councillors *agreed* to transfer funds of £40,000 from Unity bank account to the CCLA account to comply with the Financial Conduct Authority.

Clerk to **ACTION**.

**169.10/04/25 RESOLVED** - Councillors *discussed* the subscription and *agreed* the EALC affiliation fees of ;

- EALC £672.84
- NALC £491.14 – Clerk to **ACTION**.

### **170/04/25 Village Security and Security Patrols**

**170.1/04/25 RESOLVED** –

- Councillors *noted* the Monthly Reports from S-Type Security.
- Councillors *noted* the request from Riverside Primary School.

### **171/04/25 Open Spaces**

**171.1/04/25 RESOLVED** – Councillors *received* a verbal update which included information on the CCTV installation on 16<sup>th</sup> April.

**171.2/04/25 RESOLVED** – Councillors *received* and *agreed* plans and costings for the Rose Garden Memorial Wall. Clerk to **ACTION**.

### **172/04/25 Policies/Procedures/ Risk Assessments**

**172.1/04/25 RESOLVED** – Councillors *reviewed* and *agreed* the following;

- Ride on Mower Risk Assessment 1-14.
- Memorial Trees, Benches and Plaque Policy.
- Kendal Park Reserve Management Policy. Clerk to **ACTION**.

### **173/04/25 Devolution**

**173.1/04/25 RESOLVED** – The Chair advised that he, the Vice-Chair, and the Clerk would attend a meeting on 22<sup>nd</sup> April with other local Town and Parish Councils, hosted by the Leader of Rochford District Council, to discuss Devolution in Essex. A report will be circulated to all Councillors following the meeting.

Cllr Kevin O'Brien gave a verbal report on a recent devolution meeting in Chelmsford, which he attended with Cllr Jane O'Brien. Concerns were raised at the meeting regarding the potential structure of a Unitary Council, the financial situations of Thurrock and Southend, and the lack of public consultation. Cllr O'Brien noted that, at present, there is limited information available and no confirmed plans.

The Parish Council will continue to monitor developments, keep devolution on future agendas, and update residents as information becomes available. Clerk to **ACTION**.

### **174/04/25 HPC Citizen of the Year**

**174.1/04/25 RESOLVED** – Councillors *noted* that following the vote at March Full Council the Citizen of the Year Award will be presented to Michelle Kemp Riverside Primary School Crossing Guard, who was nominated for her long service and time spent educating children on road safety. Councillors *noted* the award will be presented on 1<sup>st</sup> May in conjunction with Riverside Primary School.

### **175/04/25 Community Engagement**

**175.1/04/25 RESOLVED** – The Clerk will contact Councillors to organise surgery dates at the library. Clerk to **ACTION**.

**175.2/04/25 DEFERRED** - Councillors *agreed* to *discuss* this Agenda item once the office had spoken with the new contact at Hullbridge Sports and Social. Clerk to **ACTION**.



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**175.3/04/25 RESOLVED** - Councillors *noted* the launch of the Be'est Kept Garden Competition. Asst Clerk to **ACTION**.

**175.4/04/25 RESOLVED** - Councillors *received* a verbal update from the Clerk on the Men's Shed Project.

### **176/04/25 Representatives on Outside Bodies**

**176.1/04/25**

- a) **Hullbridge Community Association** (Cllrs D Flack, P. White) No Report
- b) **Windermere Centre** - (Cllr S. Walsh) Meeting on 23<sup>rd</sup> April, the Windemere Centre has submitted a grant application, which will be considered at the next Finance Committee Meeting. Clerk to **ACTION**.
- c) **Rochford Hundred Assoc. of Local Councils** (Cllrs Miss A Marriott/ C. Agius /K. O'Brien Clerk) - Next Meeting 17<sup>th</sup> April.
- d) **Hullbridge Library** (Cllr S. Naish) - Cllr Walsh gave a verbal report including;
  - Library Petition
  - Establishing a working party for library events to raise funding and maintain public awareness of the library and the aim to extend opening hours. The Chair advised that Chisola Chitambala is also keen to lend her support to help raise awareness for the library and he will liaise with her on this.
- e) **Crouch Valley Coastal Community** (Cllrs D Flack – Meeting to be arranged.
- f) **Riverside Primary School** (Cllrs C. Agius, J. O'Brien) – A verbal report was given.
- g) **Police/Neighbourhood Watch**(Cllr D. Elwell) – A verbal report was given.
- h) **Riverside Medical Centre** (Cllrs S. Walsh, D. Flack, K. Charters) – Councillors were advised of the public meeting on the 15<sup>th</sup> April to discuss the use of the Sales Office at High Elms.
- i) **Parish Councillors** - No Report.

### **177/04/25 Items to be added onto the next Agenda and Date of the next Parish Council Meeting**

**177.1/04/25 RESOLVED** –Councillors were advised that any Agenda items be sent to the Clerk at least 14 working days prior to the next Full Council meeting.

**177.2/04/25 RESOLVED** – Councillors *agreed* that the next Council meeting will be the AGM on **Monday 12<sup>th</sup> May 2025 19.30** at the Windermere Centre.

Meeting closed 20.35hrs

Nicola Harding Clerk to the Council

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

IF YOU WOULD LIKE LARGE PRINT VERSION OF THESE MINUTES PLEASE CONTACT THE PARISH CLERK