



# Hullbridge Parish Council

## Full Council Minutes

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

7.30 pm

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

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

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

11 Members of the public were present including;

Cllr Hoy ( District and County Cllr for Hullbridge)

Representatives from Rawreth Parish Council.

### **38/07/25 Apologies for Absence**

**38.1/07/25** – Apologies from Cllr S. Cooper and Cllr P. White were *noted*.

### **39/07/25 Declarations of Interest and Dispensations**

**39.1/07/25** – Cllr J. O'Brien and Cllr J. Hampstead declared pecuniary interests in Agenda items 5.3 and 5.4, as allotment plot holders (Minute References: 42.3 & 42.4). Cllr K. O'Brien also declared a non-pecuniary interest in the same items, as a helper on an allotment plot.

### **40/07/25. Approval of Minutes**

**40.1/07/25 RESOLVED** – Councillors *agreed* that the minutes were a true record of the Meeting of the Council dated **Monday 9<sup>th</sup> June 2025**.

### **41/07/25. Minutes of Committees**

**41.1/07/25 RESOLVED** – Councillors *received* and *noted* the minutes of the following Committees:

- Environment & Open Spaces 11<sup>th</sup> June 7pm
- Planning & Infrastructure 25<sup>th</sup> June 7pm
- Finance Policy & Appointments 25<sup>th</sup> June 8pm
- Events & Leisure Working Group 2<sup>nd</sup> July 7pm

**41.2/07/25 RESOLVED** – Councillors *noted* upcoming Committee Meetings

- Planning & Infrastructure 16<sup>th</sup> July 7pm
- General Purpose Security & Resources 16<sup>th</sup> July 8pm
- Planning & Infrastructure 6<sup>th</sup> August 7pm

**41.3/07/25** – Councillors *noted* the change of date for the following meetings;

- Personnel 24<sup>th</sup> September 8pm
- Finance Policy & Appointments 24<sup>th</sup> September 8.30pm
- Environment & Open Spaces tbc.

Councillors *received* an updated meeting schedule.



# HULLBRIDGE PARISH COUNCIL

## 42/07/25 Finance

**42.1/07/25 RESOLVED** - Councillors *received* the payments made in June and *noted* the bank statements, bank reconciliations for June. Councillors *agreed* the Clerk has approval to pay any accounts due before the next meeting.

**42.2/07/25 RESOLVED** - Councillors *received* the quarterly Income and Expenditure report.

**42.3/07/25 RESOLVED** - Councillors *discussed* and *agreed* the recommendation from the Finance Committee that Allotment Fees be increased by CPI for 2025-26.

- Resident Full Plot - **£57.50** (Currently £55)
- Resident Half Plot - **£36.00** (Currently £35)
- Non-Resident Full Plot - **£77.00** (Currently £75)
- Non-Resident Half Plot - **£46.00** (Currently £45) Office to **ACTION.**

**42.4/07/25 RESOLVED** - Councillors *agreed* the amended Allotment Tenancy agreement reviewed by the General Purpose Committee. Cllr J. O' Brien noted the new tenancy agreement prepared by the Assistant Clerk was significantly clearer. Office to **ACTION.**

**42.5/07/25 RESOLVED** - Councillors *noted* the receipt of tranche 2 of the precept £126,208.50 and *agreed* transfer of funds of £60,000 From the Unity account to the CCLA Public Sector Deposit Fund. Clerk to **ACTION.**

**42.6/07/25 RESOLVED** – Councillors *agreed* the clerk has authorisation to transfer funds between the Council's current and saving accounts to maintain the Councils financial stability and will report back at the next appropriate council meeting.

**42.7/07/25 RESOLVED** – Councillors received information on the forthcoming changes to the 2025–26 Annual Governance and Accountability Return (AGAR). The Clerk explained that the new assertion placed emphasis on digital and data compliance and outlined the work currently being undertaken to ensure the Council meets these new requirements. Cllr Agius expressed thanks to the Clerk for her efforts in preparing for these changes.

## 43/07/25 Public Participation

**43.1/07/25** – Members of the public raised various concerns regarding road safety in Hullbridge. These included;

- Foliage covering Highways signs.
- Request for an additional Speed Activated Sign.
- Nuisance and dangerous parking over dropped kerbs at school run times.
- Increased speeding and dangerous driving along Lower Road including vehicles mounting the pavement.
- Reduction of Speed limit along Lower Road.
- Pavements and roads in poor condition increasing issues.
- Frustration at lack of response from County Councillor.
- Appreciation was given for the new parish funded speed activated sign along Lower road.

The Chair noted the strength of feeling from residents on these issues , and iterated that the Parish Council were committed to supporting initiatives from both Essex Highways and Cllr Hoy to address these matters.



## **44/07/25 District and County Council**

**44.1/07/25** - Cllr Hoy gave a verbal report on District and County matters including :

- Local Government Reforms , proposal on unitary structure.
- Fairglens interchange approval for funding.
- Overview of housing policy changes by Rochford District Council (RDC).
- Praise for Parish speed sign.
- Community Funding of £900 available from individual District Councillors.
- County Council Funding of up to 5k.
- The MegaCentre were the successful applicant for the Recreation Ground pavilion.
- Neighbourhood Plans.
- Highways budget.

The Chair asked if Cllr Hoy could provide a written report on the above that could be distributed to Councillors.

*Cllr Hoy left the meeting to speak with residents on matters raised.*

## **45/07/25 Chairmans / Clerks Reports**

**45.1/07/25** – The Chair reported that he had recently attended Armed Forces Day and a charity event organised by RDC in his capacity as Chair.

## **46/07/25 Delegation of Power**

**46.1/07/25** RESOLVED – Councillors *agreed* the Clerk has delegation of power during recess, in line with the Council's scheme of delegation.

## **47/07/25 Village Security and Security Patrols**

**47.1/07/25** RESOLVED –

- Councillors *noted* the Monthly Reports from S-Type Security.

**47.2/07/25** Councillors *received* an update on the security tender.

**47.3/07/25** Councillors *noted* the current PCSO for Hullbridge is due to retire and the Clerk has been advised there will be no replacement.

## **48/07/25 Open Spaces**

**48.1/07/25** RESOLVED – The Clerk confirmed that the Men's Shed had been unsuccessful in their bid for the pavilion at Pooles Lane Recreation Ground, and that the Parish Council is supporting the group in exploring alternative options to prevent it's disbandment.

## **49/07/25 Policies/Procedures/ Risk Assessments**

**49.1/07/25** RESOLVED – Councillors *reviewed* and *agreed* the following;

- Councillor Meeting Attendance Policy
- Dignity at Work. Clerk to **ACTION**.

## **50/07/25 Speed Sign Lower Road**

**50.1/07/25** Councillors *noted* the successful installation of the speed sign. The Chair gave thanks to the office staff for their time and efforts in delivering this project.



## **51/07/25 Local Government Reforms / Devolution**

**51.1/07/25** Councillors noted that the Clerk has been in contact with RDC regarding leases held and is currently awaiting further information. The Chair advised that he, along with other nominated representatives, will attend the meeting arranged by RDC on 29th July. An update will be provided at the September Full Council meeting.

## **52/07/25 Representatives on Outside Bodies**

### **52.1/07/25**

- a) **Hullbridge Community Association** (Cllrs D Flack, J. Hampstead)  
Cllr Hampstead gave a verbal report which included information on the successful Live Aid event and upcoming preschool teddy bears picnic. Cllr Flack commented that he is still not being informed of meetings. Clerk to **ACTION**.
- b) **Windermere Centre** - (Cllr S. Walsh) A verbal report was given including information on the AGM and future events, a list of which the Clerk has circulated to Councillors. The centre wish to train its members to use the new defibrillator , the Clerk will liaise with Cllr Walsh to assist with this.
- c) **Rochford Hundred Assoc. of Local Councils** (Cllrs Miss A Marriott/ C. Agius /K. O'Brien Clerk) - Next meeting 17<sup>th</sup> July at 7.30pm.
- d) **Hullbridge Library** (Cllr S. Naish) - A verbal report was given including information on the summer reading challenge. Cllr Naish advised that she and Cllr Walsh were looking for volunteers to help resurrect the 'Friends of Hullbridge Library' .
- e) **Crouch Valley Coastal Community** (Cllrs D Flack) – No meeting.
- f) **Riverside Primary School** (Cllrs C. Agius, J. O'Brien, K. Charters) – Cllr Agius gave a verbal report including information on the panto, and teaching being delivered in different sensory environments.
- g) **Police/Security/Neighbourhood watch** (Cllr D. Elwell) A verbal report was given focusing on the issue of nuisance parking on Ferry Road and The Drive especially around school run times. The Chair advised that he is still waiting for the headteacher to respond to his request for a meeting to discuss this and other matters. Clerk to **ACTION**.
- h) **Riverside Medical Centre** (Cllrs S. Walsh, D. Flack, K. Charters) – No report, Cllr Marriott advised that the planning application for the new surgery was expected to be submitted shortly.
- i) **Transport** (Cllr A. Marriott, Cllr J. O'Brien) No report. Cllr J. O'Brien expressed thanks to the Clerk for arranging Wyvern Transport to attend at the September Full Council meeting.
- j) **Parish Councillors** - Cllr Agius gave more detailed information on policy changes made at RDC for housing allocations including;
  - Increase to residency criteria form 3 to 5 years
  - Loss of family connection except for sheltered accommodation.
  - Changes to banding categories and priority levelsCllr Agius then advised that the charity SNAP Charity who support children with additional needs are looking to expand resources further into the local area, and he will keep the council updated.



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Cllr Elwell advised that there would be a planned exercise carried out by Essex Fire Services at the Rose Gardens.

Cllr Flack commented that he was unable to hear Cllr Hoy at the meeting. The Chair explained that Cllr Hoy was invited to move forward but chose to remain at the rear of the hall behind residents whilst he gave his report.

### **53/07/25 Items to be added onto the next Agenda and Date of the next Parish Council Meeting**

**53.1/07/25** 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.

**53.2/07/25** RESOLVED – Councillors *agreed* that the next Council meeting will be the AGM on **Monday 8<sup>th</sup> September 2025 19.30** at the Windermere Centre.

Meeting closed 20:25 hrs  
Nicola Harding Clerk to the Council

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

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PARISH CLERK