



# Hullbridge Parish Council

## Full Council Minutes

Held on Monday 17<sup>th</sup> February 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 S. Naish; Cllr P. White; Cllr J. Hampstead.

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

3 Members of the public were also present.

### **130/02/25 Apologies for Absence**

**130.1/02/25** – Councillors *noted* apologies from Cllr A. Marriott and Cllr K. Charters.

### **131/02/25 Declarations of Interest and Dispensations**

**131.1/02/25** – None

### **132/02/25. Approval of Minutes**

**132.1/02/25 RESOLVED** – Councillors *agreed* that the minutes were a true record of the Meeting of the Council dated **Monday 13<sup>th</sup> January 2025**.

### **133/02/25. Minutes of Committees**

**133.1/02/25 RESOLVED** – Councillors *received* and *noted* the minutes of the following Committees:

- Planning & Infrastructure 29<sup>th</sup> January 7pm
- General Purpose Security & Resources 29<sup>th</sup> January 8pm
- Environment & Open Spaces 12<sup>th</sup> February 7pm

**133.2/02/25** – Councillors *noted* upcoming Committee Meetings

- Planning & Infrastructure 19<sup>th</sup> February 7pm
- Personnel 26<sup>th</sup> February 7pm
- Finance, Policy & Appointments 26<sup>th</sup> February 7.30pm

**133.3/02/25** – RESOLVED Councillor J. Hampstead volunteered to fill the vacancy, and the council unanimously *approved* the appointment. Office to **ACTION**.

### **134/02/25 Public Participation**

**134.1/02/25** – A member of the public requested an update on the progress of the speed sign. The Council explained that the matter was being pursued; however, the application process was expected to take time. It was noted that progress had been hindered by the lack of consistent support from the County Councillor, as responses to emails and requests for advice had not been forthcoming, despite assurances given at a recent meeting between Councillor Hoy and the Parish Council. The council will keep residents updated.



Councillor Elwell inquired whether Essex Highways would bear liability for corporate manslaughter in the event of a fatal incident on Lower Road.

A member of the public raised a concern regarding a large pothole that had formed on The Drive. The Council advised that this road is unadopted, and therefore, maintenance is the responsibility of the residents. The Clerk confirmed that she would request maintenance staff to provide photographs for further investigation. Clerk to **ACTION.**

## **135/02/25 District and County Council**

**135.1/02/25** – No District or County Councillor was present, and no report was received. Councillors S. Naish and J. O'Brien informed those present that they had not received support from the Essex County Councillor regarding their attendance at a County Council meeting, where they intended to advocate for the petition to extend library opening hours. Despite multiple attempts to contact Councillor Hoy, no information was provided regarding travel arrangements or the requirement to register in advance to ask a question. This was contrary to assurances given at a previous meeting between Councillor Hoy and Council representatives. It was further noted that, despite attending the meeting in his capacity as County Councillor for Hullbridge, Councillor Hoy did not raise the issue himself.

The Council once again expressed disappointment with the ongoing lack of communication and support. It was agreed that councillors would consider drafting a formal letter regarding this matter outside the meeting and liaise with the office accordingly. Councillors and Office to **ACTION.**

## **136/02/25 Chairmans / Clerks Reports**

**136.1/02/25** – The Chair expressed gratitude to the office for successfully securing a Community Safety Grant from Rochford District Council. Once received, the funds totaling £2,334 will be allocated for the installation of LED lighting at Pooles Lane Car Park.

Additionally, the Chair informed those present that Hullbridge resident Chisola Chitambala, currently a candidate on BBC TV's *The Apprentice*, has expressed interest in attending a future Council meeting.

## **137/02/25 Finance**

**137.1/02/25 RESOLVED** - Councillors *received* the payments made in January and *noted* the bank statements, bank reconciliations for January. Councillors *agreed* the Clerk has approval to pay any accounts due before the next meeting.

**137.2/02/25 RESOLVED** – Prior to the vote, councillors discussed the importance of reviewing allowances, particularly in light of changes brought about by devolution. It was agreed that any decision regarding allowances should be considered as part of future budget discussions, with an initial review date set for September 2026.

The Chair then invited councillors to *vote* on whether Hullbridge Parish Councillors should collect the Councillor allowance. In a unanimous decision, councillors *voted* against receiving the allowance, reaffirming their commitment to serving the residents of Hullbridge without financial remuneration.

**137.3/02/25 RESOLVED** - Councillors *agreed* the sum of £20,000 be transferred from the CCLA to Unity current account. Clerk to **ACTION.**



## **138/02/25 Village Security and Security Patrols**

**138.1/02/25 RESOLVED –**

- Councillors *noted* the Monthly Reports from S-Type Security.
- Councillors *noted* Security Tender due in Summer 2025, original tender documents are under review by the General Purpose Committee.

## **139/02/25 Open Spaces**

**139.1/02/25 RESOLVED –** Councillors *received* a verbal update from the Clerk including information on the upcoming CCTV project in Pooles Lane Car Park. A Councillor raised concerns regarding a buildup of rubbish outside a shop in Ferry Road. The Clerk advised that letters had previously been sent to the occupant but the problem persisted. The office will raise this with Rochford District Council. Office to **ACTION**.

**139.2/02/25 RESOLVED –** Councillors *received* information on the Essex Air Quality Strategy survey and *agreed* to respond individually.

## **140/02/25 Policies/Procedures/ Risk Assessments**

**140.1/02/25 RESOLVED –** Councillors *reviewed* and *agreed* the following;

- Scheme of Delegation
- Safeguarding Policy – Clerk to **ACTION**.

**140.2/02/25 RESOLVED –** Councillors *reviewed* and *agreed* the following policies/procedures reviewed by the relevant Committees;

- Communications Policy
- Press & Social Media Policy
- Website and Parish Noticeboard policy – Clerk to **ACTION**.

## **141/02/25 Devolution**

**141.1/02/25 RESOLVED –** The Chair informed those present that a consultation for views on the proposal for Greater Essex Devolution was now live with a closing date of 13<sup>th</sup> April. Councillors will be sent the link from the office and were encouraged to engage with the consultation and send responses to the office for a consolidated Parish Council response. Clerk to **ACTION**. A brief discussion followed regarding devolution and the validity of consultations. Councillors will continue to receive and discuss information on devolution at future meetings.

## **142/02/25 Meeting Schedule**

**142.1/02/25 RESOLVED –** Councillors *received* the Meeting Schedule for 2025-26.

## **143/02/25 Community Engagement/ Councillor Surgeries**

**143.1/02/25 RESOLVED –** Councillors *discussed* a variety of ideas to engage with residents including;

- Village litter pick
- Library surgeries
- Evening/Weekend surgeries
- Targeted Issue Surgeries

The Clerk requested Councillors inform the office when they intend to represent the council in the community.

**143.2/02/25 RESOLVED –** Councillors *received* nominations to date and *agreed* to forward any additional nominations to the office ahead of the March meeting when a vote would be taken. The Clerk will obtain quotes for an award for consideration to the next Full Council. Clerk to **ACTION**. The successful nominee will be notified and invited the Annual Meeting to receive the award.



# HULLBRIDGE PARISH COUNCIL

## **144/02/25 Representatives on Outside Bodies**

**144.1/02/25**

- a) **Hullbridge Community Association** (Cllrs D Flack, P. White) No meeting invitation received.
- b) **Windermere Centre** - (Cllr S. Walsh) A verbal report was given including ;
  - Purchase of a defibrillator, Cllr Walsh will ask the centre to consider having an externally located defibrillator.
  - Remembrance poppies.
  - Thanks for recent parish council grant.
- c) **Rochford Hundred Assoc. of Local Councils** (Cllrs Miss A Marriott/ C. Agius /K. O'Brien Clerk) - No report.
- d) **Hullbridge Library** (Cllr S. Naish) - A verbal report was given including;
  - No further information regarding BBC interview for library opening hours received.
  - Winter reading challenge and half term book hunt.
- e) **Crouch Valley Coastal Community** (Cllrs D Flack). Upcoming meeting TBC. The Clerk advised that the Parish maintenance staff have refurbished the Crouch Harbour information sign and this will be installed by the Harbour Authority on the slipway.
- f) **Riverside Primary School** (Cllrs C. Agius, J. O'Brien) – A verbal report was given including;
  - Involving the school in the poppies for Remembrance.
  - New PTA volunteers
  - Ofsted information.
- g) **Police/Neighbourhood Watch**(Cllr D. Elwell) – A verbal report was given including recent car thefts
- h) **Riverside Medical Centre** (Cllrs S. Walsh, D. Flack, K. Charters) Next PPG Meeting 5<sup>th</sup> March 6pm.
- i) **Transport** (Cllr A. Marriott) - No Report.
- j) **Parish Councillors** - No Report.

## **145/02/25 Items to be added onto the next Agenda and Date of the next Parish Council Meeting**

**145.1/02/25** 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.

**145.2/02/25** RESOLVED – Councillors *agreed* that the next Council meeting will be on **Monday 10<sup>th</sup> March 2025 19.30** at the Windermere Centre.

Meeting closed 20.32hrs  
Nicola Harding Clerk to the Council

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

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