

Hullbridge Parish Council

Meeting of the Council commencing at 7.30pm on **Monday 12th July 2021**

Attended: Cllrs D. Elwell, I. Kenlin, Miss A Marriott, Mrs L. Campbell-Daley, Ms H. Gilbert, Mrs J O'Brien, K. O'Brien, Mrs A Hale, M. Hale, C. Agius.

Clerk: Mrs N Harding,
Admin Asst Mrs J Mullett

46. **Apologies for Absence**

46.1 Cllrs Mrs W Milbourn apologies received.
RESOLVED – Members *agreed* to accept the apologies given.

47. **Approval of the Minutes**

47.1 RESOLVED - Members *agreed* that the Minutes were a true record of the Meeting of the Council dated **Monday 14th June 2021**

48. **Declarations of Interest and Dispensations**

48.1 No Declarations of Interest or Dispensations.

49. **Public Participation - contributions from Residents, 3 minutes maximum per person on items on the agenda.**

49.1 No members of the public attended.

50. **Chairmans Report**

50.1 The Chairman updated Members regarding the best kept Allotment presentation which went ahead on 11/7/21
ACTION – Clerk/Admin to arrange delivery of cheques/ certificates and trophy engraving.

50.2 The Chairman gave particular thanks to Cllr's K O'Brien , Cllr P. White and Cllr Mrs W. Milbourn for their efforts with various highways issues.

51. **Finance**

51.1 RESOLVED - Members *viewed* and *agreed* the payments to be made in July and the staff payments for August due to recess and agreed the bank reconciliations for June.

51.2 RESOLVED - Members *viewed* and *agreed* the quarterly financial breakdown as at the end of June.

51.3 Special mention was given to Julie Mullett and this will be further discussed at a future Personnel Meeting as proposed by Cllr Miss A. Marriott and seconded by Cllr Agius.

Hullbridge Parish Council				
Financial Breakdown			July 2021 Meeting	
Date	Payee	Cheque No.	Amount	VAT
	Regular Payments			
12.07.2021	Gas - Direct Debit (5% VAT calculated annually)	DIRECT DEBIT	31.00	1.48
12.07.2021	Electric - Direct Debit (5% VAT calculated annually)	DIRECT DEBIT	36.00	1.80
12.07.2021	British Gas - Direct Debit (5% VAT) - Toilets	DIRECT DEBIT	26.39	1.25
12.07.2021	Talk Talk Direct Debit	DIRECT DEBIT	40.48	6.74
12.07.2021	Lloyds Company credit card: Monthly fee £3 Amazon £95.58 (VAT £15.92) MSFT Microsoft £11.28 (VAT £1.88) Amazon £114.85 (VAT £0.75) RDC £21 (No VAT) Licensing Tudor environmental £78.01 (VAT £13)	DIRECT DEBIT	304.74	31.55
12.07.2021	TLM Waste	DIRECT DEBIT	73.34	12.22
12.07.2021	BE FUEL (3718000) already debited from bank 21st June 21	DIRECT DEBIT	63.62	10.60
12.07.2021	BE FUEL (3759807) July 21	DIRECT DEBIT	68.71	11.45
12.07.2021	Minster Cleaning (May 2021 invoice 99290)	BACS	233.54	38.92
12.07.2021	Minster Cleaning (March 2021 invoice 98675)	BACS	227.84	37.97
12.07.2021	Minster Cleaning (July 2021 invoice 99823)	BACS	231.60	38.60
12.07.2021	Minster Cleaning (April 2021 invoice 98984)	BACS	233.54	38.92
12.07.2021	Minster Cleaning (July 2021 invoice 99979)	BACS	233.54	38.92
12.07.2021	Pooles Lane Car park	BACS	233.54	38.92
12.07.2021	Hullbridge Centre	302396	35.00	0.00
12.07.2021	Wave Water bill - Office	BACS	136.46	0.00
12.07.2021	Unity Trust bank charges - cheques	Debited direct from bank account	0.60	0.00
12.07.2021	Allotment competition 1st prize	302397	25.00	0.00
12.07.2021	Allotment competition 2nd prize	302398	15.00	0.00
12.07.2021	Allotment competition 3rd prize	302399	10.00	0.00
12.07.2021	C Emberson Allotment judge	302400	25.00	0.00
12.07.2021	Best Kept Frontage Competition 1st Prize	302401	25.00	0.00
12.07.2021	Best Kept Frontage Competition 2nd prize	302402	15.00	0.00
12.07.2021	Best Kept Frontage Competition 3rd prize	302403	10.00	0.00
12.07.2021	Water - Business stream - Toilets Pooles Lane	BACS	39.98	0.00
12.07.2021	A to Z Educational supplies	BACS	57.96	9.66
12.07.2021	TBS Hygiene Ltd (dog Waste collection)(inv 770 and 857)	BACS	325.08	54.18
12.07.2021	Riverside Nursery	BACS	116.86	19.48
12.07.2021	Hunter & Sons tree services	BACS	840.00	140.00
12.07.2021	E-On Street lighting	BACS		
12.07.2021	D&G Sales Domestic (inv 155 and 156)	BACS	184.08	30.69
12.07.2021	A&J Lighting Solutions inv 35263 June 21	BACS	180.54	30.09
12.07.2021	A&J Lighting Solutions inv 353334 July 21	BACS	428.82	71.47
12.07.2021	A&J Lighting Solutions inv 33404 Oct 2019	BACS	209.76	34.96
12.07.2021	A&J Lighting Solutions inv 32932 April 2019	BACS	521.22	86.87
12.07.2021	Baron Fire	BACS	50.16	8.36
12.07.2021	Eon June Charges	BACS	529.96	105.99
12.07.2021	Brett Wilson mileage	BACS	36.00	0.00
12.07.2021	RCCE membership	302405	138.60	0.00
12.07.2021	Personnel for July 2021	BACS/CHQ 302404	7,219.90	
12.07.2021	Personnel for August 2021	BACS	7,219.90	
12.07.2021	Mrs N Harding - Imprest Account	BACS	43.34	0.29
	TOTAL		20,243.56	862.46
Receipts				
21.06.21	Rochford District Council Precept	BACS receipt	91,470.50	0.00
01.06.2021	Ground rent from Mr Kingham	BACS receipt	10.00	0.00
21.06.2021	Allotment insurance (170)	BACS receipt	5.00	0.00
21.06.2021	D williams Rent monthly	BACS receipt	33.33	0.00
	Receipts total		91,518.83	0.00

52. Clerks Report

52.1 The Admin Assistant *updated* members on the efforts made by herself and the Clerk to highlight with Essex Highways and Environmental the potential danger posed by the sinkholes that are on footpath 9 outside the Anchor

ACTION – Clerk to pass the reference numbers to Cllr K. O’Brien to be raised with Cllr Lee Scott

52.2 The Clerk *advised* that the Youth Commissioner would be coming to the next General Purposes Committee and all were welcome to attend.

52.3 The Clerk *advised* the first surgery will take place 17th July at the Parish Office with Cllr. Miss A. Marriott and Cllr C. Agius to preside.

52.4 The Clerk *advised* that all Cllrs should now be using their new emails and all correspondence from the office will now be sent just to those email addresses.

52.5 The Clerk updated the members with regards to the new paper recycling system in the Parish Office.

53. Planning

53.1 RESOLVED – Minutes of the meeting held on the 30/6/21 were ratified firstly by Cllr O’Brien and seconded by Cllr Agius and it was noted that the next meeting will be held on 28th July 2021 at 19.00.

53.2 It was noted that Burlington Gardens where the mast is planned is in a poor state of repair. ACTION – to approach RDC and Environmental about concern for this area.

53.3 There were no fresh applications to consider.

HULLBRIDGE PARISH COUNCIL

PLANNING - July 2021

Applications to be considered at Full Council on 12th July 2021

Applications considered by Planning Committee on 30th June 2021

21/00469/FUL – 237 Ferry Road, Hullbridge, SS5 6NA. Proposed new vehicular access with drop kerb crossover to access private driveway off Ferry Road. (PLC June 2021) - **HPC No Objection**

UPDATE

21/00539/FUL – 17 Waxwell Road, Hullbridge, SS5 6HF. Proposed outbuilding for use as an annex to the dwelling house no.17 Waxwell Road. (Deferred to Delegation June 2021)

Hullbridge Parish Council OBJECT: Unacceptable back land development. concerns regarding such Backfill development as the amenity area is very small. To quantify this I would refer the council to RDC’s LDF document section 2.22 Draft Policy DM3 which states; 'considerations for backfill', item (iv) an assessment of the proposal’s impact on residential amenity. And (ix) avoiding a tandem relationship between dwellings. In addition the previous application 21/00524/Ful combined with this would seem as excessive by way of total development.

PENDING

21/00475/FUL – 99 Lower Road, Hullbridge. Demolition of existing single storey rear extension and erection of new loft conversion including front and rear dormer windows. (Deferred to Delegation June 2021) – **Hullbridge Parish Council - No Objection**
PENDING

21/00497/FUL - Burlington Gardens, Hullbridge. – Telecommunications Mast ESX311. Upgrade of telecommunications apparatus and ancillary work. (Deferred to Delegation June 2021)
– **Hullbridge Parish Council - No Objection** **PENDING**

21/00557/FUL – 8 Monksford Drive, Hullbridge. Demolition of existing freestanding garage. Two story side extension and integral garage. Additional off street parking. (Deferred to Delegation June 2021). – **Hullbridge Parish Council - No Objection, but observation is there going to be sufficient parking?** **PENDING**

21/00524/FUL – 17 Waxwell Road, Hullbridge. Extend existing front Dormer (DEL May 2021) **PENDING**
HPC – No Objection

21/00511/FUL – Oak Lodge, The Esplanade, Hullbridge. Single storey rear extension. (DEL May 2021) **PENDING**
HPC – No Objection

21/00515/FUL – 5 Kendal Close, Hullbridge. Rooms in Roof with front and rear dormers (DEL May 2021) **PENDING**
HPC – No Objection

21/00482/FUL – 34 Hilltop Avenue, Hullbridge. Proposed roof alterations including hip to gable alteration and installation of two flat roofed side dormers and roof lights to create rooms in the roof space. (DEL May 2021) **PENDING**
HPC – No Objection but has the following observations/considerations:

- Request Dormers are privacy glazed.
- Consideration concerns as layout and density of building, we believe a more sympathetic and smaller roof design would improve the proposal.

21/00461/FUL – 66 Ferry Road, Hullbridge. Proposed first floor front extension and loft conversion with front and rear dormers. (DEL May 2021) **PENDING**
Hullbridge Parish Council objects to the above planning application due to the loft conversion with front and rear dormers, resulting in a 2.5/3 storey dwelling, is inappropriate in this location

21/00423/FUL – Land between Windermere Avenue and Lower Road, Maylons Lane, Hullbridge. Demolition of existing dwelling and reinstatement as public open space. Construct 1 no. replacement dwelling with detached garage in alternative location. (DEL May 2021) **PENDING**

Hullbridge Parish Council has No Objection

Objection

21/00436/FUL – Spring Tide, 17 Kingsmans Farm Road, Hullbridge SS5 6QB.

Application for two storey rear extension, first floor side extension with terrace above, rear dormer and installation of rooflights. First floor level rear balcony with external stair access and a terrace above the existing garage. (DEL May 2021) **PENDING**

Hullbridge Parish Council objects on the grounds that it is greenbelt and the extension is greater than 25% of the area of the original building. The applicant's statement that the loft storage is actually a single bedroom and so should be included in the existing floor area should be disregarded as it was not a described as a bedroom when the house was constructed and appears to be windowless.

21/00111/FUL – Land West of Stables at Hanover Farm Central Avenue, Hullbridge.

Erection of a single storey 4 bedroom dwelling. (DEL April 2021) ***Hullbridge Parish Council objects as this is an additional dwelling in greenbelt*** **PENDING**

21/00310/FUL – Miranda, The Esplanade, Hullbridge. – Revised application to erect 2

No. four bedroomed houses including revised site levels and rooms in roofspace. (DEL April 2021) ***Hullbridge Parish Council has no objections.*** **PENDING**

21/00102/FUL – The Grange, Murrels Lane, Hullbridge. Retain existing garage, games room and store. (DEL Feb 2021) ***HPC Object as this is inappropriate greenbelt development.*** (DEL Feb 2021)

PENDING

20/00552/FUL – Land Between Windermere Avenue And Lower Road Malyons Lane Hullbridge.

Application to vary the existing Section106 agreement dated 18th January 2017 to planning consent 14/00813/OUT by way of modification to the wording of paragraph 4.3.3. to allow for an extended the timescale in which to deliver the roundabout to 200 rather than 50 dwellings. (DEL Feb 2021) **No action required** **PENDING**

21/00046/FUL - 38 Ferry Road, Hullbridge SS5 6EZ – Two storey front/side extension in place of existing covered way and replace roof to main dwelling. *HPC Object as the first floor extension does not provide a 1 metre separation from the boundary of the property.*

(DEL Feb 2021) PENDING

20/00794/FUL – Creekview, The Esplanade, Hullbridge SS5 6LX. Construct of new boatshed and extension of existing deck and pontoon. **No objection to this revised application.** (DEL December 2020) **PENDING**

20/00794/FUL – Creekview, The Esplanade, Hullbridge. Construction of new boatshed and extension of existing deck and pontoon. **HPC – No Objection (Full Council) , No objection to amended Application** (DEL December 2020) **PENDING**

20/00213/COND_C – Even Keel, Kingsmans Farm Road, Hullbridge. Obstruction to public footpath 9 – informative (not planning condition) on decision notice requires public right of way to be kept unobstructed all the time – consent granted on application 05/00292/FUL. **(DEL December 2020) PENDING**

20/00215/COND_C – The Boathouse, 18 Kingsmans Farm Road, Hullbridge. Breach of condition 2 of 07/01071/FUL – The public footpath which runs over the whole width of the sea wall shall be kept free of obstruction at all times. REASON: To ensure that the public footpath can be used without hindrance. **(DEL December 2020) PENDING**

20/00216/COND_C – The Crouch, Kingsmans Farm Road, Hullbridge. Breach of condition 5 of 17/00540/FUL – The proposed steps to be used to gain access to the gangway and pontoon shall be temporary, removable and shall not be left in place so as to obstruct the public's use of Footpath 9 Hullbridge. REASON: To ensure that no permanent structures are positioned so as to obstruct the public right of way. **(DEL December 2020) PENDING**

20/00217/COND_C – Browhead, Kingsmans Farm Road, Hullbridge. Breach of condition 5 of 17/00541/FUL – The proposed steps to be used to gain access to the gangway and pontoon shall be temporary, removable and shall not be left in place so as to obstruct the public's use of Footpath 9 Hullbridge. REASON: To ensure that no permanent structures are positioned so as to obstruct the public right of way. **(DEL December 2020) PENDING**

20/00332/FUL – Land opposite 92 to 102 Windermere Avenue, Hullbridge. Proposed erection of 17 No. dwellings (11 No. Houses and 1 No. buildings containing 6 No. Flats) with associated access, parking and private amenity space. **PENDING**

(HPC – Object DEL August 2020). Hullbridge Parish Council objects to the re-consultation for 20/00332/FUL and have the following considerations:

- 1. 2.5 dwellings are not appropriate in this location, especially as it is the highest level in the area. Barratt David Wilson proposed 2.5 storey dwellings were moved further away from existing properties in response to local opinion.**
- 2. Overdevelopment of site and concerns with parking**
- 3. Concern with the loss of any established oak trees**

20/00552/FUL – Land between Windermere Avenue & Lower Road Malyons Lane Hullbridge. Application to vary the existing Section106 agreement dated 18th January 2017 to planning consent 14/00813/OUT by way of modification to the wording of paragraph 4.3.3. to allow for an extended the timescale in which to deliver the roundabout to 200 rather than 50 dwellings. (No objection HPC-DEL July 2020) **PENDING**

20/00332/FUL – Land Opposite 92 To 96 Windermere Avenue Hullbridge Essex.
Proposed Erection of 17 No. Dwellings (11 No. Houses and 1 No. Buildings Containing 6 No. Flats) with Associated Access, Parking and Private Amenity Space. **HPC Object.**

1. Access is on to unmade road.
2. There appears to be insufficient amenity space for the apartments.

3. Overlooking due to properties facing the rear of others; this is also affected by the currently approved plans for properties to the South on the BDW development.
4. Possible overlooking of rear gardens to the East on the BDW Development.
5. Concerns about surface water drainage.

(delegation May/June 2020)

PENDING

19/00584/OUT – 190 Lower Road Hullbridge SS5 6BD – 120 dwellings on land comprising of 190 Lower Road and Land between Central Avenue and Burlington Gardens.

Development

Committee cancelled, awaiting update.

Hullbridge Parish Council OBJECT:

- Land is in Greenbelt and is not included in the current Local Plan.
- Furthest edge of the Village from local services and outside normal walking distance from main services and main bus service.
- Additional local traffic within village
- Additional traffic on Lower Road
- Requires footpath link to village
- 2, 5 high dwellings not appropriate on this site
- Over development in the village.
- The Parish Council would prefer to see small business on salvage site only.

Information: 18/00625/OUT – Fairways Garden Centre, Hullbridge Road, Rayleigh – To demolish commercial and retail units and construct 4 no. two-bedroom, 7 no. three-bedroom dwellings and 5 no. four-bedroom dwellings (16 dwellings in total) with access onto Hullbridge Road. PENDING.

17/00274/ful - Halcyon Park , Pooles Lane, Hullbridge, SS5 6QA

Application to vary conditions 1 and 2 to Permission granted on appeal by Inspector's decision letter dated 23rd May 2014 for the continued use of land as a caravan park without complying with conditions limiting occupancy between 1st February and 30th November each year.

Change condition 1 from; The Caravans shall be occupied for holiday purposes only to;

The caravans shall be occupied for holiday purposes only except for the two caravans shown within revised area 2 on plan no. 6800 - 140A which shall be occupied for permanent residential use and change condition 2 from; The caravans shall not be occupied as a person's sole main place of residence to:

The caravans shall not be occupied as a person's sole or main place of residence except for the two caravans shown within area 2 on pla no. 6800 - 140A. **(May 2017). HPC OBJECT – we would want the original conditions applied and no caravans to be used as permanent dwellings/no permanent residential use. PENDING**

54. **Footpaths / Highways**

54.1 Members noted the footpath and highways appendix.

54.2 Members *discussed* the request for the Caution Horses signage and placement of these.
ACTION – Cllr Ms H. Gilbert will write to Cllr Hoy regarding this request

55. **Committees and Working Groups**

55.1

- a) Emergency Committee – RESOLVED Cllr A Marriott proposed and Cllr K. O'Brien seconded the minutes 22/6/21
- b) General Purposes Committee Next meeting 28th July 2021 at 19.30hrs
 - Allotments Sub Committee– Next meeting 22nd September 2021 at 19.00hrs
 - RESOLVED - Members ratified the meeting held 23/06/2021
- c) Finance/ Policy/Appointments Committee
 - Next meeting 29th September 2021 at 19.30.
 - RESOLVED – Members ratified the meeting held 30/6/2021
 - Personnel - meeting 13th Sept 2021 at 19.00hrs
- d) Parks/Open Spaces/Conservation/Footpath Committee
 - Next meeting 29th September 2021 20.30hrs
 - RESOLVED – Members ratified the meeting held on 30/06/2021
- e) Village Resilience/ Vision Working Group
 - Members noted the ongoing work on the Village Emergency Plan.
 - Next meeting 28th July 2021 at 20.30hrs

55.2 RESOLVED – Members *agreed* to increase the size of the POCF Committee from 6 to 8 members. It was proposed by Cllr. Miss A. Marriott and Cllr C.Agius to include Cllr I. Kenlin and Cllr Mrs J. O'Brien on the POCF Committee.

ACTION – Clerk to update internal documents.

56. **Representatives on Outside Bodies**

56.1

- a) Parish Councillors – No Report
- b) Rochford District Councillors (Cllrs S. Wilson, M.Hoy, Mrs. T Knight) – No Report
- c) Essex County Councillor (Cllr M Hoy) – No Report
- d) Citizen Advise Bureau (Cllr Mrs. L. Campbell-Daley)
 - Members were advised that Cllr Mrs. Campbell-Daley has distributed leaflets for the CAB to the caravan parks and various groups within Hullbridge
- e) Hullbridge Community Association (Cllrs D Flack / Mrs. J O'Brien) - No Report
- f) Hullbridge Centre (Cllr Mrs A Hale) - No Report
- g) Rochford Hundred Assoc. of Local Councils (Cllrs Miss A Marriott / C.Agius / Clerk)

- Members were advised that the next meeting will be 15/7/21 via Zoom and were given an overview by Cllr Miss A. Marriott of the functions of RHALC.

- h) Transport (Cllr Mrs L Campbell-Daley) – No Report
- i) Parish Safety Volunteers/Heart Watch (Cllrs P White/Mr. J Chaffin) – No Report
- j) Hullbridge Library (Cllr C. Agius) – No Report
- k) Essex Coastal Forum (Cllrs. P White / D, Flack – No Report
- l) Police Matters – No Report

57. **Kendal Park/ Rose Garden/River Footpath/ Pooles Lane car park**

57.1 RESOLVED - Members agreed that Paul J King Funeral Directors can plant a tree in KPNR as part of the Queens Green Canopy.

ACTION – Clerk to discuss with Paul J King planting a more established tree due to young saplings being vandalized in the nature reserve.

57.2 Members agreed the Tree Survey on KPNR to be carried out by Place Services.

ACTION – Clerk to liaise with Place Services.

57.3 Members agreed the cost of the new speed bump in Pooles Lane Car Park.

ACTION – clerk to arrange purchase and maintenance staff will fit.

57.4 A request was made to put a height restriction sign on the entrance barrier to Poole Lane car park.

ACTION – Clerk to investigate.

58. **Hullbridge Recreational Ground, Pooles Lane**

58.1 Members received a verbal report, the ground and park area are in good order. A part of the older play equipment has been removed for safety reasons. RDC are looking to replace.

58.2 It was noted that the roundabout was not working correctly, RDC are aware.

58.3 It was noted that the hedge trimming by RDC wasn't sufficient and the stile entrance to the Recreation Ground also needs cutting back.

ACTION – Clerk to contact Rochford.

59. **Covid/War Memorial Working Group**

59.1 RESOLVED – Members agreed the new working group as Cllr Miss A.Marriott, Cllr Ms H. Gilbert, Cllr Mrs Campbell-Daley, Cllr C.Agius.

60. **Hullbridge Parish Council in Schools**

60.1 Members discussed the proposal to re-establish links with Riverside Primary School, a meeting will be held with Ms Smith in September.

ACTION – Clerk to arrange meeting.

61. **#For HullbridgeWithHullbridge**

61.1 Members discussed the proposals to make stronger links with residents on different platforms such as social media and newsletters.

ACTION - Cllr Agius to investigate ideas .

ACTION – Clerk to look at newsletter printing and circulation.

62. **Essex County Council Bus Stop proposal**

62.1 Members discussed the proposal from Essex County Council to take ownership of the bus stop at Pevensey gardens, it was agreed that more information was needed on why ECC want the bus stop.

ACTION – Clerk to make enquiries.

63. **Delegation of Powers during recess**

63.1 It was *agreed* for the Clerk to have delegated powers during recess.

64. **Best Kept Frontage/Allotments Competition**
64.1 Members received an update as to the winners of the Best Kept Frontage Competition and Allotment Competition.
ACTION – Clerk to arrange distribution of cheques and certificates, trophies and press release.
65. **Public Forum**
65.1 No Public present.
66. **S-Type Contract Meeting**
66.1 An update was given.
67. **Any items to be added onto the next agenda and Date of the next Parish Council Meeting**
67.1 . RESOLVED – Members agreed that the next Council meeting will be on **Monday 13th September 19.30** at the Hullbridge Centre.

Meeting closed

Nicola Harding
Clerk to the Council

CHAIRMAN _____ DATE _____

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