

Hullbridge Parish Council

Annual Meeting of the Council on Monday 16th May 2022 commencing at
7.30pm
Hullbridge Centre, Windermere Avenue, Hullbridge.

Attended: Cllrs, D. Elwell, I. Kenlin, Mrs L Campbell-Daley, Miss A Marriott, P. White, D. Flack
Ms H. Gilbert, , Mrs. A. Hale, M. Hale, C. Agius,
Clerk: Mrs. N. Harding
Assistant Clerk: Mrs J. Mullett
5 Members of the public attended

Cllr D. Elwell opened the meeting:

1/5/22. Election of Chairman

1.1/5/22 There were two nominations from Members, it was agreed to put this to a ballot which was tied. Members then agreed the Vice-chair should have the casting vote.

RESOLVED - Cllr Ms A. Marriott proposed by Cllr Mrs A. Hale and seconded by Cllr Ms H. Gilbert was declared Chairman.

1.2/5/22 Cllr Ms A. Marriott/ Clerk signed the Declaration of Acceptance of Office.

2/5/22. Election of Vice-chairman

2.1/5/22 There were two nominations from Members, it was agreed to put this to a ballot.

RESOLVED - Cllr Conner Agius proposed by Cllr P. White and seconded by Cllr D. Flack was declared Vice-Chairman.

2.2/5/22 Cllr Conner Agius/Clerk signed the Declaration of Acceptance of Office. The new Chair and Members gave thanks to Cllr D. Elwell and Cllr I. Kenlin for their work during the year.

3/5/22. Election of Committees/Working Groups

3.1/5/22 RESOLVED –Members *reviewed* the Committees and numbers to each Committee

- a) General Purposes, Security and Resources – Cllrs K. O'Brien, I. Kenlin, C. Agius, P. White, D. Elwell, J. O'Brien (6)
- b) Events & Leisure - Cllrs H. Gilbert, C. Agius, J. O'Brien, D. Elwell, P. White (6) 1 space vacant.
- c) Finance, Policies and Appointments Cllrs K. O'Brien, J. O'Brien, I. Kenlin, C. Agius (6) 2 spaces vacant.
- d) Environment and Open Spaces Cllrs D. Flack, C. Agius, I. Kenlin, J. O'Brien, P. White, H. Gilbert. (6)
- e) Planning & Infrastructure Cllrs K. O'Brien, D. Flack, C. Agius, L. Campbell-Daley, P. White, D. Elwell. (6)

3.2/5/22 RESOLVED – Members *noted* the new Committee Terms of Reference will be *reviewed* by each Committee before *approval* at Full Council.

4/5/22 Election of Representatives:

4.1/5/22 RESOLVED – Members *reviewed* and *agreed* the outside bodies.

4.2/5/22 RESOLVED – Members *determined* the Council Representatives on outside bodies.

- a) RHALC Cllrs A. Marriott, C. Agius & Clerk

- b) Transport Representative Cllrs A. Marriott, L. Campbell-Daley
- c) Hullbridge Centre Cllr A. Hale
- d) Hullbridge Community Association Cllrs D. Flack, J. O'Brien
- e) Citizens Advice Bureau Cllr L. Campbell-Daley
- f) Hullbridge Library Cllr J. O'Brien
- g) Essex Coastal Forum/Crouch Coastal Cllr P. White (D. Flack - sub)
- h) Riverside Primary School Cllrs A. Marriott, C. Agius
- i) Police Liaison Cllr D. Elwell
- j) Healthcare Cllrs D. Flack, A. Hale, C. Agius

5/5/22. Apologies for Absence

5.1/5/22 Apologies received from Cllrs K O'Brien and J. O'Brien.

6/5/22. Declarations of Interest / Dispensations

6.1/5/22 None received.

7/5/22. Approval Minutes

7.1/5/22 RESOLVED – Members *agreed* that the Minutes were a true record of the Meeting of the Council dated **Monday 11th April 2022**

8/5/22

8.1/5/22 RESOLVED – Members *noted* the minutes of the following committees

- Planning 11th April
- Planning 27th April
- Finance 27th April
- Footpaths and Open Spaces 27th April
- Planning 11th May - Inquorate

9/5/22. Registration of Members Interests

9.1/5/22 Members *received the Registration of Interest Forms*. The Clerk advised Members that the Registration of Members Interests form must be returned to the Parish Office so that it can be forwarded onto Rochford District Council by 28 days. These will also be uploaded to the Parish Council website.

10/5/22 Public Participation

10.1/5/22 A resident expressed concern over the squirrel population in Kendal Park and residents placing food out for the wildlife – ACTION to be discussed at the next Environment and Open Spaces Committee Meeting.

11/5/22 District & County Councillor Reports

11.1/5/22 – No report.

12/5/22 Chairman's/Clerks Report

12.1/5/22. The Chairman gave thanks to the Council on being appointed Chair and a brief update on help provided to Ukrainian families from the MegaCentre in Rayleigh.

The Clerk gave a report which included

- Platinum Jubilee
- Councillor Surgery 8/6/22
- Air Quality concerns
- Pond update
- A reminder to return Registration of Interest forms

Hullbridge Parish Council						
Financial Breakdown			May 2022 Meeting			
Date	Int Ref	Invoice no.	Payee	Cheque No.	Amount	VAT
			Regular Payments			
16.05.2022	22/5/1	T65854019013	Gas - Direct Debit (5% VAT calculated annually)	DIRECT DEBIT	65.00	3.25
16.05.2022	22/5/2	T65854002013	Electric - Direct Debit (5% VAT calculated annually)	DIRECT DEBIT	70.00	3.50
16.05.2022	22/5/3	TT0631626637	Talk Talk Direct Debit	DIRECT DEBIT	45.37	7.56
16.05.2022	22/5/4		Electric - Direct Debit (5% VAT calculated annually) Pooles Lane Toilets	DIRECT DEBIT	28.57	1.36
16.05.2022	22/5/5	26.04.2022	Lloyds Company credit card: Monthly fee £3 Water Direct (pond) £1566.00 (VAT £261) Ebay Signs £28.54 (VAT £4.76)	DIRECT DEBIT	1,597.54	265.76
16.05.2022	22/5/6	P314678	TLM Management Ltd (Gen Waste)May Inv	DIRECT DEBIT	95.09	15.85
16.05.2022	22/5/7	4360042	BE Fuel	DIRECT DEBIT	2.40	0.40
16.05.2022	22/5/8	103183	Minster Cleaning - Pooles Lane	BACS	249.66	41.61
16.05.2022	22/5/9	103027	Minster Cleaning- rec ground	BACS	260.57	43.43
16.05.2022	22/5/10	103517	Minster Cleaning - May-Pooles Lane	BACS	249.66	41.61
16.05.2022	22/5/11	103316	Minster Cleaning - bank holiday cover-Pools Ln	BACS	112.50	18.75
16.05.2022	22/5/12	3039749/8	Business stream water	BACS	74.87	0.00
16.05.2022	22/5/13	2098	Print and web design	BACS	350.00	0.00
16.05.2022	22/5/14	232	D&G Sales	BACS	90.58	0.00
16.05.2022	22/5/15	400624	Capital Cleaning	BACS	55.36	9.23
16.05.2022	22/5/16	None	K's first aid	BACS	250.00	0.00
16.05.2022	22/5/17	2265	TBS Hygiene	BACS	124.80	20.80
16.05.2022	22/5/18		Imprest	BACS	9.80	0.00
16.05.2022	22/5/19	550367	S-Type	BACS	560.00	0.00
16.05.2022	22/5/20	IN03519505	Npower	BACS	914.64	152.44
16.05.2022	22/5/21		Personnel	BACS	9,039.13	0.00
16.05.2022	22/5/22	2122	Print & Web	BACS	115.00	0.00
16.05.2022	22/5/23	May-22	Hullbridge Centre	BACS	35.00	0.00
16.05.2022	22/5/24	29704	Rialtas	BACS	480.00	80.00
16.05.2022	22/5/25	0086	Spearpoint and Son Ltd	BACS	360.00	60.00
16.05.2022	22/5/26	KPS236877	KCS	DIRECT DEBIT	85.27	14.21
			TOTAL		15,320.81	779.76
Signed			Chairman			
			Clerk / RFO			
Credits received						
16.05.2022			Rochford District Council - Jubilee Fund	BACS	400.00	0
16.05.2022			Rochford District Council - Street lights 2022	BACS	3115.32	
			Total Receipts		3515.32	0
16.05.2022			Nationwide transfer of funds		25000	0

13/5/22 Finance

- 13.1/5/22 RESOLVED – Members *viewed* and *agreed* the payments to be made in May and *agreed* the Bank reconciliations for May.
- 13.2/5/22 RESOLVED – Members *noted* the Nationwide savings payment
ACTION – Clerk to make payment
- 13.3/5/22 RESOLVED – Members *agreed* the Zurich Insurance quote.
ACTION – Clerk to arrange.
- 13.4/5/22 RESOLVED – Members *agreed* the amendments to the Financial Regulations.
ACTION – Clerk to amend.

14/5/22. Representatives on Outside Bodies

- 14.1/5/22 a) Citizen Advice Bureau – No report
b) Hullbridge Community Association – AGM still pending
c) Hullbridge Centre – No Report
d) Rochford Hundred Assoc. of Local Councils Update given, next meeting 21st July
e) Transport – Update given
f) Hullbridge Library – Update given
g) Essex Coastal Forum – Update given
h) Police. – Update given
i) Riverside Primary School- Meeting 18/5/22

15/5/22 Working Groups

- 15.1/5/22 – An update was given on the Road Safety Working Group meeting. There was a general discussion about how best to report highways issues.

16/5/22 Security Patrols

- 16.1/5/22 - RESOLVED Members *received* the report, no comments were made.
- 16.2/5/22 – RESOLVED Members adopted the remit statement, the Clerk advised Cllrs Hale that they had a declarable pecuniary interest in the agenda item and should therefore not participate in the discussion.

17/5/22 Footpaths/Highways

- 17.1/5/22 – RESOLVED Members *noted* the report. A general discussion was had regarding the lack of action from Essex County Council.

18/5/22. Kendal NR / Rose Garden / River Footpath / Pooles Lane car park

- 18.1/5/22 RESOLVED – An update was given; thanks were made to staff for the work in Kendal Park.
- 18.2/5/22 RESOLVED – Members *approved* the Risk Assessment for the Pond-
Clerk to ACTION.
- 18.3/5/22 RESOLVED – Members *voted* to fund the commemorative Jubilee bench.
Clerk to ACTION
- 18.4/5/22 RESOLVED – Members *approved* the Memorial Trees, Benches and Plaques Policy.

19/5/22. Healthcare in Hullbridge

- 19.1/5/22 – RESOLVED Members *received* an update.

20/5/22. Date of the next meeting / Agenda Items

20.1/5/22 Members to *forward* any items next agenda to the Clerk before 1st June. Cllr D. Flack will draft a letter to send to office regarding Anglian Water roadworks.

A request for the discussion for an MOT centre in Hullbridge will be included on Junes Full Council Meeting.

20.2/5/22 The next Parish Council meeting will take place on Monday **13th June 2022** commencing at 7.30pm in the Hullbridge Centre, Windermere Avenue, Hullbridge.

Meeting closes 20.45hrs
Nicola Harding, Clerk to the Council

CHAIRMAN

DATE

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