



# Hullbridge Parish Council

## General Purpose Security & Resource Committee

Held on Wednesday 16 07 2025

8 pm

Hullbridge Parish Council Office, 98 Ferry Road, Hullbridge, SS5 6EX

Councillors present: Cllr Mrs. J. O'Brien, Cllr K. O'Brien, Cllr D. Elwell,  
Cllr S. Walsh, Cllr J. Hampstead  
Staff present: Mrs Julie Mullett

## Minutes

### 18/07/25 **Apologies for Absence**

18.1/07/25 None

### 19/07/25 **Approval of Minutes**

19.1/07/25 RESOLVED - Councillors agreed the minutes as a true record of the of the meeting on **28<sup>th</sup> May 2025**.

### 20/07/25 **Declarations of Interest / Dispensations**

20.1/07/25 Councillors J. O'Brien and J. Hampstead declared they are allotment plot holders.

### 21/07/25 **Public Participation**

21.1/07/25 None

### 22/07/25 **Allotments**

22.1/07/25 RESOLVED - Councillors **noted** the Allotment report and updates from the Assistant Clerk.

*Councillors noted a minor numbering error on the agenda, which resulted in Agenda points 6, 7 and 8 being inadvertently omitted. The remainder agenda proceeded as published.*

### 23/07/25 **Allotment Inspections**

23.1/07/25 RESOLVED - Councillors D. Elwell and S. Walsh **agreed** to carry out the next allotment inspection in September, along with the Assistant Clerk, date to be confirmed.

23.2/07/25 RESOLVED – Councillors **noted** the results from the allotment plot inspections and agreed for letters to be sent to identified plots not adhering to the Allotment Tenancy agreement's minimum requirements. Councillors suggested it would be a great idea to send letters of congratulations to new plot holders who make a remarkable improvement to the plot they took on, particularly if the plot was handed over in a poor state.

**ACTION:** Assistant Clerk to action.



## 24/07/25 Allotment Competition

**24.1/07/25** Councillors **noted** the winner and runner ups from the 2025 Allotment Competition:

1<sup>st</sup> Place - Plot 32

2<sup>nd</sup> Place - Plot 35

3<sup>rd</sup> Place - Plot 81

**ACTION:** Office to send out congratulation letters and vouchers to the winners and arrange photo opportunity with winner if they wish.

## 25/07/25 Allotment Car Parking

**25.1/07/25** RESOLVED - Councillors **noted** the quote regarding the provision of additional car parking spaces.

**ACTION:** Clerk to add to next appropriate meeting agenda.

## 26/07/25 Allotment – Community allotment plot

**26.1/07/25** Councillors **discussed** and **agreed** to put this on hold until January 2026 where this can be discussed again.

## 27/07/25 Price increase and updated Tenancy Agreement

**27.1/07/25** Councillors **noted** the update from the Assistant Clerk.

**ACTION:** Office to put a copy of the new Tenancy agreement on the Allotment noticeboard from September 2025.

## 28/07/25 CCTV

**28.1/07/25** Councillors **reviewed** and **agreed** the revised CCTV policy and DPIA (Data Protection Impact Assessment) upon small amendments being made to the DPIA document.

**ACTION** – CLERK To action.

## 29/07/25 Security Tender

**29.1/07/25** Councillors **noted** the update security tender from the Assistant Clerk.

## 30/07/25 Date of the Next Meeting

**30.1/07/25** Councillors to **forward** any agenda items for the next meeting.

**30.2/07/25** Councillors **noted** the date of the next meeting will be **15<sup>th</sup> October 2025 at 8pm at the Parish Office.**

Meeting Closed at 20.35

Julie Mullett  
Assistant Clerk

Chairman Signed: \_\_\_\_\_ Date \_\_\_\_\_