



Hullbridge Parish Council

General Purpose Security & Resource Committee

Held on Wednesday 28 05 2025

7 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

1/05/25 Election of Chairman

1.1/05/25 Members *considered* nominations for the election of Chairman and Councillors unanimously voted for Councillor J O'Brien as Chair. Councillor J O'Brien was declared Chair.

2/05/25 Election of Vice-Chairman

2.1/05/25 Members *considered* nominations for the election of Vice-Chairman. Councillors unanimously voted for Councillor D. Elwell as vice Chair. Councillor D. Elwell was declared vice Chair.

3/05/25 Terms of Reference

3.1/05/25 Councillors *reviewed and agreed* the Terms of Reference.

4/05/2025 Apologies for Absence

4.1/05/25 Cllr. C. Agius

5/05/25 Approval of Minutes

5.1/05/25 RESOLVED - Councillors agreed the minutes as a true record of the of the meeting on **12th March 2025**.

6/05/25 Declarations of Interest / Dispensations

6.1/05/25 Councillors J. O'Brien and J. Hampstead declared they are allotment plot holders.

7/05/25 Public Participation

7.1/05/25 None

8/05/25 Allotments

8.1/05/25 RESOLVED - Councillors ***noted*** the report and updates from the Assistant Clerk.

9/05/25 Allotment Inspections

9.1/05/25 RESOLVED - Councillors D. Elwell and S. Walsh ***agreed*** to carry out the next allotment inspection in July, along with the Assistant Clerk, date to be confirmed.
ACTION: Assistant Clerk to advertise the inspection via the Allotment Noticeboard.



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10/05/25 Allotment Fees

10.1/05/25 RESOLVED - Councillors **agreed** the following allotment fee changes, for next allotment year renewals, effective 1st October 2025 for recommendation to the Finance committee as follows:

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 (Currently £45)

ACTION: Clerk to add to Finance Agenda, Assistant Clerk to update Allotment system in September 2025.

11/05/25 Allotment Tenancy agreement

11.1/05/25 RESOLVED - Councillors **discussed** and **agreed** the proposed changes to the Allotment Tenancy agreement due to take effect on 1st October 2025.

ACTION: Clerk to add to July Full Council Agenda, Assistant Clerk to update Allotment system in September 2025.

12/05/25 Allotment competition cup change

12.1/05/25 RESOLVED - Councillors **discussed** and **agreed** the proposed change of award from the cup to a glass award, effective 2025.

13/05/25 Allotment Car Parking

13.1/05/25 Councillors **noted** the update from the Assistant Clerk regarding 2 extra car park spaces to the left of the storage container.

ACTION: Office to chase quotes for work required and add to next agenda.

14/05/25 CCTV

14.1/05/25 Councillors **noted** the update from the Assistant Clerk regarding the new CCTV in Pooles Lane Car Park installed April 2025.

ACTION – CLERK To make enquiries regarding CCTV for the Parish office and establish if this network can be expanded if required.

15/05/25 Security Tender

15.1/05/25 Councillors **agreed** the updated security tender documents.

ACTION: Clerk to action.

16/05/25 Action Plan and Budget

16.1/05/25 Councillors **deferred** the Action Plan and **noted** the budget.

17/05/25 Date of the Next Meeting

17.1/05/25 Councillors to **forward** any agenda items for the next meeting.

17.2/05/25 Councillors **noted** the date of the next meeting will be **16th July 2025 at 8pm at the Parish Office.**

Meeting Closed at 19:45

Julie Mullett
Assistant Clerk

Chairman Signed: _____ Date _____