



Hullbridge Parish Council

General Purpose Security & Resource Committee

Held on Wednesday 29 01 2025

8 pm

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

Members present: Cllr Mrs. J. O'Brien, Cllr K. O'Brien, Cllr D. Elwell

Staff present: Mrs Julie Mullett.

Visiting: Councillor. J. Hampstead, Councillor. A. Marriott

Minutes

38/01/2025 **Apologies for Absence**

38.1/01/25 Apologies were **noted** from Councillor S. Walsh

39/01/25 **Approval of Minutes**

39.1/01/25 RESOLVED - Councillors agreed the minutes as a true record of the of the meeting on **16th October 2024** and Extra Ordinary Meeting **on 27th November 2024**.

40/01/25 **Declarations of Interest / Dispensations**

40.1/01/25 Councillors J. O'Brien and J. Hampstead declared they are allotment plot holders.

41/01/25 **Public Participation**

41.1/01/25 None

42/01/25 **Allotments & Allotments Car Parking**

42.1/01/25 RESOLVED - Councillors **noted** the report and updates from the Assistant Clerk.

42.2/01/25 RESOLVED - Councillors **agreed** Councillors D. Elwell and K. O'Brien would carry out the next allotment inspection in April.

ACTION: Assistant Clerk to advise inspection date nearer the time as weather dependant.

42.3/01/25 Councillors **agreed** Councillors. J. O'Brien and J. Hampstead attend the allotment site with Maintenance Officer Brett Wilson to **agree** the proposed siting of the 2 additional car park spaces next to the Hullbridge Parish Council container unit and if deemed suitable at the site visit then plot 1A **agreed** to be divided up into 2 plots and rented out.

ACTION: Assistant Clerk to liaise with Clerk and Maintenance Officer.

42.4/01/25 RESOLVED - Councillors **discussed** and **agreed** that every plot shall be automatically entered into the competition. Councillors **agreed** the allotment competition process and agreed that a judging criteria be put up on the allotment noticeboard.

ACTION: Assistant Clerk to put up judging criteria poster on the noticeboard.



43/01/25 CCTV

43.1/01/25 RESOLVED - Councillors **noted** the update from the Assistant Clerk.

44/01/25 Security Tender

44.1/01/25 Councillors **discussed** the upcoming security tender and **agreed** next steps. Any comments to be emailed into the office prior to next meeting. Paperwork to be **discussed** and **agreed** at next General Purposes, Security & resources committee meeting.

ACTION: Clerk to email Councillors relevant paperwork and make S-Type aware of the process date.

45/01/25 Policies and Procedures

45.1/01/25 RESOLVED - Councillors reviewed and **agreed** the following procedures:

- Communications Policy
- Press and Social Media Policy
- Website & Parish Noticeboard policy-Draft

Clerk to **ACTION.**

46/01/25 Action Plan and Budget

46.1/01/25 Councillors **reviewed** the Action Plan with amendments to be forwarded to the office.

46.2/01/25 Councillors **noted** the budget. Councillors **noted** a sum of money was identified within the GP budgetary allowance that could be used for a temporary data recorder required by Planning and Infrastructure. Finance committee to discuss and make a decision

ACTION – Councillors to forward amendments to the office.

ACTION – 46.2/01/25 – To be added to next Finance Committee Agenda.

Clerk to Action.

47/01/25 Date of the Next Meeting

47.1/01/25 Councillors to **forward** any agenda items for the next meeting.

47.2/01/25 Councillors to **note** the date of the next meeting will be **12th March 2025 at 8pm at the Parish Office.**

Meeting Closed at 20:55

Julie Mullett
Assistant Clerk

Chairman Signed: _____ Date _____