



Hullbridge Parish Council Full Council

To be held on Monday 12th October 2026 7.30 pm

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The Windermere Centre, Windermere Avenue, Hullbridge, SS5 6JR

Members: Cllr Kevin O' Brien (Chair); Cllr David Elwell (Vice Chair); Cllr Conner Agius; Cllr K. Charters; Cllr Steve Cooper; Cllr David Flack; Cllr J. Hampstead; Cllr Ian Kenlin; Cllr Angelina Marriott; Cllr S. Naish; Cllr Jane O'Brien; Cllr S. Walsh ; Cllr Paul White.

Staff: Mrs Nicola Harding (Clerk); Mrs Julie Mullett (Assistant Clerk)

Dear Councillor,

You are hereby summoned to attend the Parish Council Meeting, which will be held on Monday 12 10 2026 at 7.30pm at the Windermere Centre, Windermere Avenue, Hullbridge, to transact the business shown in the agenda.

The agenda and relevant papers have been distributed previously. Please note that under the Local Government Act 1972 Schedule 12 p10(2) a Council cannot lawfully decide any matter that is not specified on the agenda. Please advise if you require additional information on any agenda item.

Yours sincerely,

Nicola Harding

Nicola Harding, Clerk to the Council

The Openness of Local Government Bodies Regulations 2014 allows the filming, recording, photographing or otherwise reporting of those participating in a meeting. Should any member of the public present and does not wish to participate but who objects to being filmed, recorded, photographed or otherwise reported about please make yourself known to the Parish Clerk. Data Protection, Names of those participating in the meeting may be recorded, minuted and made public.

Agenda

Residents and Press Welcome

1. **Apologies for Absence**

1.1 To receive apologies for absence.

2. **Declarations of interest and dispensations**

2.1 To receive declarations of interest and dispensations on items on the agenda (Dispensations requests at least on day prior to the meeting)

(Members are reminded they must, within 28 days of becoming aware of any new, or change in their Register of Members' Interests, provide written notification thereof to the Clerk of Hullbridge Parish Council.)



3. **Approval of Minutes**

3.1 To *approve*, as a true record, the minutes of the Meeting of the Council held on **14th September 2026**.

4. **Committees**

4.1 Councillors to *note* the minutes of the following Committees:

- Events & Leisure – 23rd September 6pm
- Planning & Infrastructure – 23rd September 7pm – Rescheduled
- Personnel – 28th September 7pm
- Finance Policy & Appointments – 28th September 7.30pm
- Environment & Open Spaces – 30th September 7pm
- Planning & Infrastructure – 30th September 7.45pm

4.2 Upcoming Committee Meetings

- Planning & Infrastructure – 14th October 7pm
- General Purposes Security & Resources – 28th October 7pm
- Planning & Infrastructure – 4th November 7pm

5. **Finance**

5.1 Councillors to *receive* and *resolve* to agree the payments made in September and *note* the bank statements, bank reconciliations for September and *agree* the Clerk has approval to pay any accounts due before the next meeting. *CCLA statement and reconciliation to follow*.

5.2 Councillors to *note* transfer of £40,000 from the CCLA account to the Unity account.

5.3 Councillors to *view*, *discuss* and *consider* the initial draft budget for 2027-28. Councillors to *note* the 27-28 budget is being reviewed by the Finance Committee with a view to Full Council ratification in December.

5.4 Councillors to *receive* the quarterly financial report.

5.5 Councillors to *consider* the request from the HCA regarding tree work and *agree* a response.

6. **Public Participation - contributions from Residents, 15 minutes maximum on items on the Agenda and other contributions from Residents**

7. **District & County Council**

7.1 To *discuss* any matters arising. **Maximum time allowed for this item is 15 minutes.**

8. **Chair's/ Clerk's Report**

8.1 Verbal report from the Chair and or Clerk on items of interest but no formal decision can be made.

9. **Village Security and Security Patrols**

9.1 Councillors to *discuss* and *note*

- Monthly Reports from S-Type Security.

10. **Open Spaces**

10.1 Councillors to *receive* a verbal report including the completion of tree works in Kendal Park as per the tree survey and ongoing revetment works.

11. **Remembrance Service**

11.1 Councillors to *agree* who will be attending and laying the wreaths at the Rayleigh, Hockley and Hullbridge services.



12. **Christmas 2026**

- 12.1 Councillors to *note* the update and *agree* volunteers for the event.
12.2 Councillors to *consider* donations of £150 to Rayleigh Brass and Love to Sign.

13. **Postal Services**

- 13.1 Councillors to *discuss* the poor postal service provision in Hullbridge and to consider any actions.

14. **Policies and Procedure/ Leases**

- 14.1 Councillors to *review* and *agree* the following;
- Cancelling a scheduled meeting
 - Public Participation at meetings
 - Councillor Surgeries
 - Control of Vibration Policy
 - Volunteer Risk Assessment
- 14.2 Councillors to *review* and *agree* the following policies/procedures reviewed by the relevant committees;
- Lone Working Policy
 - Reserves Policy
 - Adverse Weather and Outdoor Working Policy- Draft
 - Councillor Induction
 - Staff Induction

15. **Representatives on Outside Bodies**

- 15.1 Councillors to *receive* any reports from the following to whom the Parish Council has made Representation, Councillors to *note* a maximum time of two minutes is allowed for each external body:

- a) Hullbridge Community Association
- b) Windermere Centre
- c) Rochford Hundred Assoc. of Local Councils
- d) Hullbridge Library
- e) Riverside Primary School
- f) Police/ Security/ Neighbourhood Watch
- g) Riverside Medical Centre
- h) Transport
- i) Parish Councillors

16. **Date of the next Parish Council Meeting and future Agenda items**

- 16.1 The next Parish Council Meeting will Monday 9th November 2026, 7.30pm at the Windermere Centre, Windermere Road, Hullbridge. Councillors to *forward* any items for the next agenda at least 10 working days before the next Full Council.

Meeting Closed to Press and Public

It is proposed the meeting move into private session for the remainder of the items to be discussed. Public Bodies (Admissions to Meetings) Act 1960, s.1(2) and Standing Orders 3d and 11 apply.

17. **Staffing Matters**

- 17.1 Councillors to *receive* and *note* the decisions of the Personnel and Finance Committee.

Meeting Closed - Nicola Harding Clerk to the Council