



Hullbridge Parish Council

General Purpose Security & Resources Committee

To be held on Wednesday 29.07.2026

7pm

Published 23/07/2026

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

Members: Cllr J. O'Brien, Cllr S. Walsh, Cllr D. Elwell, Cllr P. White,
Cllr. J Hampstead, Cllr A Marriott

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

Dear Councillors,

You are accordingly invited to attend a **General-Purpose Security & Resources Committee Meeting** to be held on Wednesday **29.07.2026** at the Parish Office at **7pm**, when the undermentioned business is proposed to be transacted.

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 prior to the meeting if you require additional information on any agenda item.

Yours Sincerely,

J. Mullett

Julie Mullett
Assistant Clerk

Agenda

(Residents and Press welcome to attend)

- 1. Apologies for Absence**
1.1 To **receive** apologies for absence.
- 2. Approval of Minutes**
2.1 Councillors to **approve** the minutes of the meeting on **27th May 2026**.
- 3. Declarations of interest and dispensations**
3.1 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.).
- 4. Public Participation - contributions from Residents, 15 minutes maximum on items on the Agenda.**



5. Allotment Report

5.1 Councillors to **receive** the Allotment Report from Assistant Clerk, **note** any updates and **discuss** any items arising.

6. Allotment rent renewals

6.1 Councillors to **note** that the 2026/27 allotment fees were ratified by Full Council on 13th July and will be displayed on the allotment noticeboard ahead of renewal notifications being issued in September 2026.

6.2 Councillors to **note** that, from 2027/28, allotment fees will be itemised to show separate rent and water charges. Twelve months' notice will be provided outside the growing season via letter and noticeboard. Water charges will be invoiced in arrears and water meter readings published periodically on the allotment noticeboard.

7. Allotment Tenancy Agreement

7.1 Following recent allotment management training, Councillors to **discuss** and **agree** the revised 2026/27 Allotment Tenancy Agreement for issue with the September 2026 rent renewals.

8. Allotment inspections

8.1 Councillors to **note** that the annual inspection programme and inspection criteria have been published on the allotment noticeboard. Notice of the July inspection has exceeded the required seven days.

Inspection periods are as follows:

- March/April • July • October • January/February (site safety inspection only)

9. Allotment Water trough lids

9.1 Councillors to **note** that the office are investigating the feasibility and cost of installing lids on allotment water troughs. A further update will be provided in due course.

10. Risk Assessments

10.1 Councillors to **note** that additional allotment risk assessments will be undertaken following recent allotment management training.

11. Allotment Competition

11.1 Councillors to **note** the successful completion of the 2026 Allotment Competition and note arrangements are in place for the presentation of the prize to the winner.

1st place – plot 81

2nd place – plot 88

3rd place – plot 35

12. Pooles Lane Car park

12.1 Councillors to **note** the update from the Assistant Clerk regarding the relining of Pooles Lane Car Park

12.2 Councillors to **note** the update from the Assistant Clerk regarding the Christmas lighting electrical connection in Pooles Lane Car Park and the actions taken by the Maintenance Officer to avoid unnecessary expenditure.

12.3 Councillors to **note** the update that following advice from Essex County Council the two No Entry signs just outside the exit of Pooles Lane Car Park are not a highways asset but the Parish Council's. Remedial actions are underway.

13. Allotment entrance – footpath

13.1 Councillors to **note** that repairs to the allotment entrance footpath have been completed following liaison between the Parish Office and Essex County Council.



Councillors are further requested to **note** the Council's appreciation to Councillor Sophie-Preston Hall for her assistance in facilitating the works.

14. Action Plan & Budget

14.1 Councillors to **agree** any updates to the Action Plan and **note** the budget.

15. Events and Leisure meeting date

15.1 Councillors to **agree** to arrange an Events & Leisure meeting date, possibly Wednesday 23rd September 2026 at the Parish Office.

16. Date of the Next Meeting

16.1 Councillors to forward any agenda items for the next meeting.

16.2 Councillors to **note** the date of the next meeting will be **28th October 2026 at 19.00hrs at the Parish Office.**

Meeting Closed
Julie Mullett Assistant Clerk