



Hullbridge Parish Council

Full Council Minutes

Held on Monday 8th June 2026

7.30 pm

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

Members present: Cllr K. O'Brien (Chair); Cllr D. Elwell (Vice- Chair) ; Cllr I. Kenlin; Cllr D. Flack; Cllr J. O'Brien; Cllr S. Walsh; Cllr C. Agius; Cllr K. Charters; Cllr J Hampstead; Cllr S. Cooper; Cllr A. Marriott.

Staff present: Mrs Nicola Harding (Clerk), Mrs Julie Mullett (Asst Clerk)

7 members of the public were present including;

Cllr Mike Eldred – Chair Essex Association of Local Councils (EALC)

Cllr Tina Hughes – Rochford District Council (RDC)

22/06/26 Apologies for Absence

22.1/06/26 – Apologies from Cllr P. White and Cllr S. Naish were noted.

23/06/26 Declarations of Interest and Dispensations

23.1/06/26 – Cllr S. Walsh declared a non-pecuniary interest in Agenda item 7.4 due to her position as a trustee for the Windermere Centre.

24/06/26 Approval of Minutes

24.1/06/26 RESOLVED – Councillors *agreed* that subject to an amendment to the date, the minutes were a true record of the Meeting of the Council dated **Monday 11th May 2026**. Clerk to **ACTION**.

25/06/26 Local Council Award

25.1/06/26 – The Chair provided an overview of the award and outlined the work undertaken by the Council to achieve this recognition. He requested that the Council's appreciation and thanks to the staff involved in attaining the award be formally recorded in the minutes. Councillor Mike Eldred, Chair of the Essex Association of Local Councils (EALC), introduced himself and spoke about the significance of the award for both the Council and the village of Hullbridge. He highlighted the significance of the achievement, noting that only sixty-six councils nationally have attained this status.

26/06/26 Citizen of the Year Award

26.1/06/26 – The Chair congratulated Michelle Collier on being awarded Hullbridge Parish Council Citizen of the Year 2026 in recognition of her work supporting local wildlife, particularly the swan population within Hullbridge, and commended her dedication and community spirit. The Chair and Vice-Chair then presented her with the award.



27/06/26. Minutes of Committees

27.1/06/26 RESOLVED – Councillors *received* and *noted* the minutes of the following Committees:

- Planning and Infrastructure – 13th May 7pm
- General Purpose Security and Resources – 27th May 7pm
- Planning and Infrastructure – 3rd June 7pm

27.2/06/26 RESOLVED - Councillors *noted* the dates of upcoming Committee meetings;

- Environment & open Spaces 10th June 7pm
- Finance Policy & Appointments 10th June 8pm
- Planning and Infrastructure – 24th June 7pm

28/06/26 Finance

28.1/06/26 RESOLVED - Councillors *received* the payments made in May and *noted* the bank statements, bank reconciliations for May. Councillors *agreed* the Clerk has approval to pay any accounts due before the next meeting.

28.2/06/26 RESOLVED Councillors *noted* the transfer of £50,000 from the Unity account to the CCLA PSDF account **51.6/04/26**.

28.3/06/26 RESOLVED - Councillors *considered* and *agreed* the grant application of £500 from the Men's Shed Group. Clerk to **ACTION**.

28.4/06/26 RESOLVED – Councillors *considered* and *agreed* the grant application of £500 from the Windermere Centre. Clerk to **ACTION**.

28.5/06/26 RESOLVED - Councillors *considered* and *agreed* the grant application of £500 from the Parkinsons Café. Clerk to **ACTION**.

28.6/06/26 RESOLVED - Councillors *agreed* membership to the Rural Community Council of Essex (RCCE) at a cost of £136.50 ex VAT. Clerk to **ACTION**.

28.7/06/26 RESOLVED - Councillors *received* information on the allotment site water usage review and *noted* the report has been displayed at the Allotment Site for plot holders. Councillors further *noted* that proposed Allotment fee charges for 2026-27 will be agreed at July Full Council following review at the Finance Committee. Clerk to **ACTION**.

28.8/06/26 RESOLVED – Councillors *agreed* the decision of the General Purpose Committee to reline Pooles Lane Car Park during summer 2026 at a cost of £5440.00 ex VAT. Clerk to **ACTION**.

29/06/26 Public Participation

29.1/06/26 – None.

30/06/26 District and County Council

30.1/06/26 – Cllr Tina Hughes introduced herself to the meeting following her recent election. She advised that she is currently undertaking induction and training and expressed her commitment to supporting Hullbridge and its residents going forward. Councillors raised questions on a number of wider political matters, including reports concerning changes to LGBTQ+ promotional materials within Essex Libraries and concerns relating to a local candidate who had been removed from office shortly after election. Cllr Hughes responded to the questions and provided such information as was available to her at the time.



31/06/26 Chairmans / Clerks Reports

31.1/06/26 – The Chair gave a verbal report on recent attendance at a Councilwise coffee morning, and also confirmed his upcoming attendance at Armed Forces Day 22nd June.

32/06/26 Village Security and Security Patrols

32.1/06/26 RESOLVED – Councillors *noted*

- the Monthly Reports from S-Type Security.

33/06/26 Open Spaces

33.1/06/26 RESOLVED – Councillors *received* a verbal report from the Clerk including information on upcoming revetment works in Kendal Park for summer 2026 and potential upgrading from Rochford District Council of play equipment at Pooles Lane Recreation Ground.

33.2/06/26 RESOLVED – Councillors *noted* the Tree Survey for Kendal Park will be carried out on 23rd July , quote agreed at the Finance Committee **51.5/04/26**.

34/06/26 Policies/Procedures/ Risk Assessments

34.1/06/26 RESOLVED – Councillors *reviewed* and *agreed* the following;

- Tree Management Policy
- Co-option Policy – Clerk to **ACTION**.

35/06/26 Community Governance Review – Rochford District Council

35.1/06/26 RESOLVED – Councillors *noted* the second phase of the Community Governance Review and *agreed* a collective response. Clerk to **ACTION**.

36/06/26 Councillor Surgeries

36.1/06/15 RESOLVED - Councillors *received* a report back from the Councillor Surgery on 16th May which took place outside the Co-op, Councillors *noted* that this had been successful and positively received by residents. Cllr Cooper suggested recording this success may prove useful for future surgeries and Council information, Clerk to **ACTION**. Councillors agreed to continue with outside surgeries during the warmer months, with a possible collaboration with S-Type Security. Clerk to **ACTION**.

37/06/26 Representatives on Outside Bodies

37.1/06/26

- a) **Hullbridge Community Association** (Cllrs S. Walsh, J. Hampstead) A verbal report was given on the Preschool including transition into school ,Wild about Hullbridge entries, and funding awarded for new furniture. Cllr Hampstead also reported on the recent HCA meeting including the upcoming music event on 27th June and ongoing discussions relating to the Men’s Shed Group.
- b) **Windermere Centre** - (Cllr S. Walsh, J. Hampstead) Cllr Walsh gave a verbal report including information on the AGM, lease discussions with RDC, rescheduling of the Craft Fair and the 50th anniversary plans.
- c) **Rochford Hundred Assoc. of Local Councils** (Cllrs Miss A Marriott/ P. White /K. O’Brien/ Clerk). Cllr Marriott confirmed the next meeting is scheduled for 16th July, and that the RHALC were hoping to establish links with the Chamber of Trade.
- d) **Hullbridge Library** (Cllr S. Naish) No Report.



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- e) **Riverside Primary School** (Cllrs D. Flack, J. O'Brien) Cllr Jane O'Brien will contact the school regarding Wild about Hullbridge entries and advise of the extended date for submissions.
- f) **Police/Security/Neighbourhood Watch** (Cllr D. Elwell, P. White) Cllr Elwell commented on the lack of Police Community Meetings scheduled for Hullbridge, and requested this be raised with local policing Clerk to **ACTION**.
- g) **Riverside Medical Centre** (Cllrs S. Walsh, K. Charters) Councillors Charters, Hampstead and Marriott attended the meeting held at Riverside Medical Centre prior to the Full Council meeting. A verbal report was received, including confirmation that recent telephone system issues had been resolved. Members were also advised that the surgery was not participating in the online triage trial, which had experienced operational difficulties elsewhere. Cllr Hampstead reported that Martyn White, Practice Manager, had received correspondence from Rochford District Council officers advising that there would be delays to the progress of the planning application for the proposed new surgery. Cllr Agius requested that the Council's concern and dissatisfaction regarding these delays be formally recorded. It was agreed that the Clerk would contact Rochford District Council and Riverside Medical Centre to seek clarification on the reasons for the delay and the anticipated timescales. It was further agreed that Cllr Charters, in conjunction with the Parish Office, would contact Mark Francois MP to raise the Council's concerns regarding the delay to the planning application.
- h) **Transport** (Cllr P. White, S. Walsh) Councillors noted the letter from First Bus and agreed a future meeting would not be necessary as the changes were already established.
- i) **Parish Councillors** Cllr Hampstead advised those present that she was personally arranging a litter pick. Cllr Charters advised her disappointment that she had been unsuccessful in her attempts to have the playground at High Elms renewed to the standard that was promised.

38/06/26 Date of the next Parish Council Meeting and future agenda items

38.1/06/26 RESOLVED – Councillors *noted* that the next Council meeting will be on **Monday 13th July 2026 19.30** at the Windermere Centre. Councillors were *advised* any items for the next agenda should be forwarded to the Clerk at least 10 working days before the next Full Council.

Meeting Closed - Nicola Harding Clerk to the Council

Meeting closed 20.35
Nicola Harding Clerk to the Council

CHAIRMAN _____ DATE _____

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PARISH CLERK