Hullbridge Parish Council

Full Council Minutes

Held on Monday 09th November 2026

7.30 pm

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

Members present: Cllr Kevin O' Brien (Chair); Cllr David Elwell (Vice Chair); Cllr K. Charters; Cllr Steve Cooper; Cllr David Flack; Cllr J. Hampstead; Cllr Jane O'Brien; Cllr S. Walsh ; Cllr Paul White.

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

6 members of the public were present including;
Rochford District Council (RDC) - Cllr Tina Hughes

90/11/26 **Apologies for Absence**

90.1/11/26 – Apologies from Cllr Kenlin, Cllr Marriott and Cllr Agius were noted.

91/11/26 **Declarations of Interest and Dispensations**

91.1/11/26 – None.

92/11/26 **Approval of Minutes**

92.1/11/26 RESOLVED – Councillors *agreed* the minutes were a true record of the Meeting of the Council dated **Monday 12th October 2026** and the Extra Ordinary Meeting dated **Monday 26th October 2026.**

93/11/26 **Minutes of Committees**

93.1/11/26 RESOLVED – Councillors *received* and *noted* the minutes of the following Committees:

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

93.2/11/26 RESOLVED - Councillors *noted* the dates of upcoming Committee meetings;

- Environment & Open Spaces – 11th November 7pm - CANCELLED
- Finance, Policy and Appointments - 11th November 7pm – Time Change
- Planning & Infrastructure - 25th November 7pm

94/11/26 **Councillor Resignation**

94.1 Councillors *received* information from the Clerk and Chair regarding the resignation of Councillor Sara Naish and further *noted* that the Clerk has notified the Elections Office at Rochford District Council, with the required statutory notices to be displayed in due course. Clerk to **ACTION.**

95/11/26 **Finance**

95.1/11/26 RESOLVED - Councillors *received* the payments made in October and *noted* the bank statements, bank reconciliations for October. Councillors *agreed* the Clerk has approval to pay any accounts due before the next meeting.

95.2/11/26 RESOLVED - Councillors *viewed, discussed* and *considered* the draft budget for 2027-28. No questions were raised. Councillors *noted* the 27-28 budget is being reviewed by the finance committee with a view to Full Council ratification in December pending the receipt of the tax base figure from Rochford District Council.
95.**3**/11/26 RESOLVED – Councillors received the interim internal audit report, carried out by the Council's appointed auditors, Heelis & Lodge, on 3rd November. The report confirmed that the Council demonstrates good financial and governance management. Councillors noted that any recommendations arising from the audit had been acknowledged by the Clerk and would be actioned accordingly. The Chair thanked the Clerk for her work and the positive outcome of the audit.
95.**4**/11/26 RESOLVED – Councillors *agreed* the annual subscription of £50.00 to the Rochford Hundred Association of Local Councils. Clerk to **ACTION.**
95.5/11/26 Councillors *received* information on Locality Funding available from Essex County Council. Councillors *discussed* ideas and a*greed* to forward any proposals to the office.

96/11/26 **Public Participation**

96.1/11/26 A member of the public raised concerns regarding the poor bus service, which had previously been discussed at the October Full Council meeting. They advised that the already unsatisfactory service had deteriorated further in recent weeks, with services running sporadically, failing to adhere to the published timetable and being cancelled at short notice. The Chair advised that the Council would follow up on the matter, although acknowledged that the Parish Council's ability to influence the service may be limited. RDC Cllr Tina Hughes also confirmed that she would pursue the matter on behalf of residents.

A member of the public reported that substantial barriers had now been erected along Footpath 9, where erosion of the sea wall had taken place. The Clerk advised that the Parish Office had not received any notification or information regarding the installation of the barriers and confirmed that the office would make further enquiries. Cllr White advised that he had received a response from the local Member of Parliament, Mark Francois, regarding Footpath 9 and would discuss this with the Chair outside of the meeting. The Clerk requested a copy of the response from Cllr White for the Parish Office.

97/11/26 **District and County Council**

97.1/11/26 Cllr Hughes gave a verbal update on the following;

- Attendance at Hullbridge Remembrance Service
- Update on RDC Green bin collections
- Meet the Leader surgery at the Hullbridge Community Centre on 28th November at 9-11am.
- No update available for the pavilion in the Recreation Ground
- RDC budget meeting and the potential funding for the Rose Garden project
- Letter from Adi Malviya to the Secretary of State regarding the hold on the Local Plan
- Transport in Hullbridge
- RDC plans regarding LED light rollout.

Cllr Flack raised a question regarding Rochford District Council's response to the Southend Local Plan Regulation 19 Consultation. Cllr Hughes advised that she would provide feedback to the Parish Council on this matter.

98/11/26 **Chairmans / Clerks Reports**

98.1/11/26 The Chair gave a verbal report including information on;

- Attendance at the Hullbridge memorial service , Cllr O'Brien thanked both Cllr Elwell and Cllr Hampstead for representing the Council at the Rayleigh and Hockley events.
- A verbal report from the RDC Town and Parish Council meeting with the leader of Rochford District Council. Cllr O'Brien attended with Cllr Elwell and advised these were planned to be held every 3 to 4 months.

The Clerk gave a verbal report including information on;

- Gas works required at the Parish Office
- Councillor email issues
- Parish staff had erected the Remembrance displays. The Clerk asked Councillors attending Remembrance events to forward any photographs to the Parish Office for possible publication on the Council's social media channels.

99/11/26 **Village Security and Security Patrols**

99.1/11/26 RESOLVED – Councillors *noted* the monthly report from S-Type Security

100/11/26 **Open Spaces**

100.1/11/26 RESOLVED – Councillors *received* a verbal report

101/11/26 **Christmas 2026**

101.1/11/26 RESOLVED – Councillors *received* an update on the Christmas event and Christmas parcel stock delivery.

102/11/26 **Rochford District Council Local Plan**

102.1/11/26 RESOLVED – Councillors *noted n*o new information available at the time of the meeting.

103/11/26 **Policies/Procedures/ Risk Assessments**

103.1/11/26 RESOLVED – Councillors *reviewed* and *agreed* the following;

- Standing Orders 1-10
- Petrol/Diesel Risk Assessment 1-4

104/11/26 **Representatives on Outside Bodies**

104.1/11/26

a) **Hullbridge Community Association** (Cllrs S. Walsh, J. Hampstead)The next meeting is scheduled for Wednesday 11th November. Cllr Hampstead advised that the HCA were on track with their plans for the Parish Christmas event and that the pre-school were busy making cards for the Chairs Christmas card competition. Cllr Hampstead also advised those present that the Men's Shed Group will be holding a public meeting on 20th November.

b) **Windermere Centre** - (Cllr S. Walsh, J. Hampstead) Upcoming dates 21st November Christmas Bazaar and 12th December Christmas Party.

c) **Rochford Hundred Assoc. of Local Councils** (Cllrs Miss A Marriott/ P. White /K. O'Brien/ Clerk) No update.

d) **Hullbridge Library** (Cllr S. Naish) Cllrs J Hampstead and J O'Brien displayed the Wild About Hullbridge artwork in the library on Saturday 7th November which will be in place for a week.

e) **Riverside Primary School** (Cllrs D. Flack, J. O'Brien) Cllr J. O'Brien is in the process of arranging a meeting with the school council and will make arrangements with the Parish Office.

f) **Police/Security/Neighbourhood Watch** (Cllr D. Elwell, P. White) Cllr Elwell advised of the Police, Fire and Crime Commissioner for Essex consultation and gave a verbal report on incidents in the village reported on social media.

g) **Riverside Medical Centre** (Cllrs S. Walsh, K. Charters) Cllr Walsh gave an update from the practice manger on the premises for the new surgery. She confirmed that the change of use for the building is now in place and that following the next stages work should commence in Spring 2027 with potential opening date for Summer 2027

h) **Transport** (Cllr P. White, S. Walsh) Cllr White and Cllr Walsh will be attending a Transport meeting on Saturday 14th November on behalf of the Parish Council.

i) **Parish Councillors -** No report.

105/11/26 **Date of the next Parish Council Meeting and future agenda items**

105.1/11/26 RESOLVED – Councillors *noted* that the next Council meeting will be on **Monday 14th December 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 20.20
Nicola Harding - Clerk to the Council

CHAIRMAN _____DATE _____

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