Hullbridge Parish Council

Full Council Minutes

Held on Monday 12th October 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 Conner Agius; Cllr K. Charters; Cllr Steve Cooper; Cllr David Flack; Cllr J. Hampstead; Cllr Ian Kenlin; Cllr Angelina Marriott; Cllr S. Naish; Cllr S. Walsh.

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

5 members of the public were present including;
Rochford District Council - Cllr Tina Hughes

69/10/26 **Apologies for Absence**

69.1/10/26 – Apologies from Cllr Jane O'Brien were *noted.*

70/10/26 **Declarations of Interest and Dispensations**

70.1/10/26 – None.

71/10/26 **Approval of Minutes**

71.1/10/26 RESOLVED – Councillors *agreed* the minutes were a true record of the Meeting of the Council dated **Monday 14th September 2026.**

72/10/26 **Minutes of Committees**

72.1/10/26 RESOLVED – Councillors *received* and *noted* 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

72.2/10/26 RESOLVED - Councillors *noted* the dates of upcoming Committee meetings;

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

73/10/26 **Finance**

73.1/10/26 RESOLVED - Councillors *received* the payments made in September and *noted* the bank statements, bank reconciliations for September. Councillors *agreed* the Clerk has approval to pay any accounts due before the next meeting.

73.2/10/26 RESOLVED – Councillors *noted* the transfer of £40,000 from the CCLA account to the Unity account.

73.3/10/26 RESOLVED - Councillors *viewed, discussed* and *considered* the initial draft budget for 2027-28. Councillors *noted* the 27-28 budget is being reviewed by the finance committee with a view to Full Council ratification in December.
73.4/10/26 RESOLVED – Councillors received the quarterly financial report and noted that the Council's budget remained on track at the half-year point. Cllr Agius thanked the office staff for their work in maintaining budgetary control.
73.5/10/26 RESOLVED – Councillors considered the Hullbridge Community Association's (H.C.A.) request for financial assistance towards necessary tree works. The Clerk provided information regarding the Council's budget and available funding. It was agreed that the H.C.A. should be encouraged to submit a formal grant application for consideration by the Council. Clerk to **ACTION.**

74/10/26 **Public Participation**

74.1/10/26 A member of the public enquired whether there had been any update regarding the erosion and closure of a section of Footpath 9. The Chair advised that no further information was available and that the Council was awaiting a report from the Essex County Councillor on this and other matters.

A member of the public raised concerns regarding the Hullbridge bus service, particularly the No. 27, citing issues with lateness, missed services, connections with other services and discrepancies in the route. The resident explained that these issues were causing significant inconvenience to passengers, including instances where hospital appointments had been missed. Councillors noted that the Council had previously expressed its opposition to the withdrawal of the No. 20 service. Whilst reinstatement was considered unlikely, it was agreed that the Council would write to the relevant bus operator on behalf of residents to raise the concerns highlighted at the meeting. Cllr Agius agreed to provide the Clerk with contact details for a representative at First Bus. Cllr Agius and Clerk to **ACTION.**

75/10/26 **District and County Council**

75.1/10/26 Cllr Tina Hughes gave a verbal reports on district matters including;

- Local Plan update
- Changes to planning rules from 31st October
- Plans for a solar farm in Paglesham
- Small projects funds available
- Caravan dumped in Hullbridge still needing removal.

76/10/26 **Chairmans / Clerks Reports**

76.1/10/26 The Chair gave a verbal report on items including;

- Remote attendance at the Essex Association of Local Councils Annual General Meeting
- Attendance at a Councilor's coffee morning at Council wise in Great Dunmow
- Judging the Wild about Hullbridge art competition with Councillor Naish.
- Upcoming attendance at the Rochford Hundred Meeting on 17th October.

The Clerk updated those present with information regarding the recent break in at the allotment site. Thanks were given to Cllr Elwell for alerting the Chair and Clerk to the incident following social media reports.

77/10/26 **Village Security and Security Patrols**

77.1/10/26 RESOLVED – Councillors *noted* the monthly report from S-Type Security.

78/10/26 **Open Spaces**

78.1/10/26 RESOLVED – Councillors *received* a verbal report including information on the conclusion of tree works in Kendal Park and ongoing revetment works.

79/10/26 **Remembrance Service**

79.1/09/26 RESOLVED – Councillors agreed that Cllr K. O' Brien would attend at the Hullbridge service, Cllr D. Elwell at the Rayleigh service and Cllr J. Hampstead at the Hockley service on behalf of Hullbridge Parish Council.

80/10/26 **Christmas 2026**

80.1/10/26 RESOLVED – Councillors *received* an update on the plans for the Christmas event and Cllrs K. O'Brien, D. Elwell, J. Hampstead, S. Walsh, C. Agius, S. Cooper, I. Kenlin volunteered their time to support the event. District Councillor Tina Hughes also offered to support at the event on 28th November.

80.2/10/26 RESOLVED – Councillors *agreed* a donation of £150. For Love to Sign and Rayleigh Brass for performing at the event. Clerk to **ACTION.**

81/10/26 **Postal Services**

81.1/10/26 RESOLVED – Cllr K. O'Brien provided an overview of ongoing postal service issues affecting Hullbridge and the reasons for bringing the matter before the Council. Cllr C. Agius confirmed that the current service prioritised parcels over letters, with the exception of NHS correspondence. He advised that a pilot scheme aimed at improving postal services was being rolled out across Essex, although he noted that recently announced redundancies could have a further impact on service delivery. Councillors agreed that a letter should be sent to highlight the concerns regarding the postal service. Cllr C. Agius agreed to provide contact details for relevant representatives and to liaise with Cllr K. O'Brien to progress the matter. Cllrs K. O'Brien and C. Agius to **ACTION.**

82/10/26 **Policies/Procedures/ Risk Assessments**

82.1/10/26 RESOLVED – Councillors *reviewed* and *agreed* the following;

- Cancelling a scheduled meeting
- Public Participation at meetings
- Councillor Surgeries
- Control of Vibration Policy
- Volunteer Risk Assessment - Clerk to **ACTION.**

82.2/10/26 RESOLVED - 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 – Clerk to **ACTION.**

83/10/26 **Representatives on Outside Bodies**

83.1/10/26

a) **Hullbridge Community Association** (Cllrs S. Walsh, J. Hampstead) No report.

b) **Windermere Centre** - (Cllr S. Walsh, J. Hampstead) A verbal report was given on the recent 50th anniversary celebrations. Cllr Walsh also

advised that lease negotiations with Rochford District Council were ongoing.

c) **Rochford Hundred Assoc. of Local Councils** (Cllrs Miss A Marriott/ P. White /K. O'Brien/ Clerk) Upcoming Meeting 17th October.
d) **Hullbridge Library** (Cllr S. Naish) No report
e) **Riverside Primary School** (Cllrs D. Flack, J. O'Brien) No report
f) **Police/Security/Neighbourhood Watch** (Cllr D. Elwell, P. White) A verbal report was given including a lack of police presence in Hullbridge
g) **Riverside Medical Centre** (Cllrs S. Walsh, K. Charters) No report
h) **Transport** (Cllr P. White, S. Walsh) No report
i) **Parish Councillors -** No report.

84/10/26 **Date of the next Parish Council Meeting and future agenda items**

84.1/10/26 RESOLVED – Councillors *noted* that the next Council meeting will be on **Monday 9th November 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 to Press and Public

The Council moved that the meeting go 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.

85/10/26 **Staffing Matters**

85.1/10/26 RESOLVED – Councillors *received* and *noted* the recommendations on staffing matters from the Personnel and Finance Committee.

Meeting closed 20.23
Nicola Harding - Clerk to the Council

CHAIRMAN _____DATE _____

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