



Hullbridge Parish Council

Full Council Minutes

Held on Monday 13th July 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 D. Flack;
Cllr J. O'Brien; Cllr S. Walsh; Cllr K. Charters; Cllr J Hampstead; Cllr S. Cooper;
Cllr A. Marriott; Cllr S. Naish; Cllr P. White.

Staff present: Mrs Nicola Harding (Clerk)
4 members of the public were present

39/07/26 Apologies for Absence

39.1/07/26 – Apologies from Cllr C. Agius, Cllr I. Kenlin.

Cllr A. Marriott arrived 7:32pm

40/07/26 Declarations of Interest and Dispensations

40.1/07/26 – Cllrs J. O'Brien and J. Hampstead declared a non-pecuniary interest in Agenda item 5.3 as allotment plot holders.

41/07/26 Approval of Minutes

41.1/07/26 RESOLVED – Councillors *agreed* the minutes were a true record of the Meeting of the Council dated **Monday 8th June 2026**.

42/07/26. Minutes of Committees

42.1/07/26 RESOLVED – Councillors *received* and *noted* the minutes of the following Committees:

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

42.2/07/26 RESOLVED - Councillors *noted* the dates of upcoming Committee meetings;

- Planning & Infrastructure - 15th July 7pm
- General Purpose Security & Resources - 29th July 7pm
- Planning & Infrastructure - 5th August 7pm

43/07/26 Finance

43.1/07/26 RESOLVED - Councillors *received* the payments made in June and *noted* the bank statements, bank reconciliations for June. Councillors *agreed* the Clerk has approval to pay any accounts due before the next meeting.

43.2/07/26 RESOLVED – Councillors *received* the financial report and *noted* the council is on budget.

43.3/07/26 RESOLVED Councillors *received, discussed* and *agreed* the recommendation from the Finance Committee to increase plot fees by 10%



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Resident Full Plot - £63.50 Currently £57.50

Resident Half Plot - £40.00 Currently £36

Non-Resident Full Plot - £85.00 Currently £77

Non-Resident Half Plot - £51.00 Currently £46

Starter Plot - £11.00 Currently £10.00. Cllr Cooper enquired how the increase would be received by plot holders and whether they had been informed of the reasons for it. The Clerk and the Chair confirmed that a report detailing the associated costs had been made available at the allotment site for all plot holders to view and a discussion with plot holders had taken place at the recent General Purpose Committee.

43.4/07/26 RESOLVED - Councillors *noted* the receipt of tranche 2 of the precept £133275.50 and to *noted* transfer of funds of £45,000 from the Unity account to the CCLA Public Sector Deposit Fund.

43.5/07/26 RESOLVED - The Council *agreed* to proceed with a 36-month electricity supply contract with SSE, unless a more competitive quotation was received from British Gas before the current contract expired. Authority was delegated to the Clerk, in consultation with the members of the Finance Committee, to determine the final supplier based on the most competitive quotation received.

44/07/26 Public Participation

44.1/07/26 - A member of the public raised concerns regarding fires in Kendal Park, having observed the remnants of a fire near the pond area. The Clerk advised that the Council's security team would be informed and that notices would be published on the Council's social media to remind residents that fires are not permitted. A member of the public enquired whether any further information was available regarding the collapsed section of Public Footpath 9. The Chair advised that, whilst there was no further update at present, the Council continued to pursue the matter.

45/07/26 District and County Council

45.1/07/26 - Cllr Tina Hughes provided an update on her role as a District Councillor and training she has been undertaking. She also responded to a question raised at the June Full Council meeting regarding flag-flying protocols at Rochford District Council and Essex County Council. Cllr Hughes spoke about her attendance at the Rochford District Council (RDC) Chair's Garden Party and outlined her ongoing litter-picking initiatives within the local area. She advised that an update on the Pavilion project had been provided to the Parish Chair and gave a further update on the current status of the proposed new doctors surgery at Buttermere Gardens. Cllr Hughes concluded by advising that she intends to commence regular Councillor Surgeries for residents in Hullbridge from September.

46/07/26 Chairmans / Clerks Reports

46.1/07/26 - The Chair updated those present on the ongoing lease negotiations between Rochford District Council and the prospective tenant of the Pavilion at the Recreation Ground. The Chair and Cllr Walsh provided an update on the continuing delays to the proposed new doctor's surgery, it was reported that the surgery solicitors and the RDC legal team are negotiating an agreement with regards to the s106 money. The Chair informed the meeting that he and Cllr J. O'Brien had recently attended a planning training course in Dunmow on Permitted Development. He advised that he would like to invite the course presenter to attend a future Council meeting to provide a presentation on the subject to Members.



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The Clerk provided updates on the following:

- The collection date for the Council's van.
- The rescheduling of the Personnel and Finance Committee meeting from 9th September to 28th September.
- The Councillor Surgery to be held on 25 July, from 10.00 am to 12.00 noon, outside the Co-op.

47/07/26 Delegation of Power

47.1/07/26 - Councillors *agreed* the Clerk has delegation of power during recess.

48/07/26 Village Security and Security Patrols

48.1/07/26 RESOLVED – Councillors *noted*

- the Monthly Reports from S-Type Security.

49/07/26 Open Spaces

49.1/07/26 RESOLVED – Councillors *received* a verbal report from the Clerk.

Councillors *noted* the information on road cuts and *agreed* that after recent incidents the road cuts falling under the remit of Essex County Council would no longer be carried out by the Parish maintenance staff due to the risks involved.

49.2/07/26 RESOLVED – Councillors *agreed* to trial Aaron Scott Ramsey as a preferred tree contractor. Clerk to **ACTION**.

49.3/07/26 RESOLVED – Councillors *noted* that Rochford District Council (RDC) is proposing to replace some play equipment at Pooles Lane Recreation Ground during the 2027/28 financial year. Members *discussed* the proposal, and Cllr Charters suggested that pupils from Riverside Primary School should be consulted, where possible, to help inform the design and selection of the new equipment. Cllr Cooper enquired whether any financial contribution from Hullbridge Parish Council would be towards the agreed replacement equipment or would fund additional enhancements. The Clerk advised that this would be clarified following a meeting with Rochford District Council. Councillors agreed that Hullbridge Parish Council would consider making a financial contribution to the project as part of the 2027/28 budget-setting process. It was further agreed that the Clerk would liaise with Rochford District Council on behalf of the Council and report back to Members. Clerk to **ACTION**.

50/07/26 Policies/Procedures/ Risk Assessments

50.1/07/26 RESOLVED – Councillors *reviewed* and *agreed* the following;

- Dignity at Work
- Pay Policy – Mileage update
- Expenses Policy Mileage update – Clerk to **ACTION**.

50.2/07/26 RESOLVED - Councillors *noted* the completion of the Deed of Surrender for the land at Ferry Road minute ref: **31.2/11/25**.

51/07/26 Representatives on Outside Bodies

51.1/07/26

- a) **Hullbridge Community Association** (Cllrs S. Walsh, J. Hampstead)
Cllr Hampstead gave a verbal update including attendance along with Cllr Walsh at the recent meeting where road refurbishments were discussed. The Community Centre had a successful music event , and the pre-school end of year picnic will be held on Wednesday 15th July.
- b) **Windermere Centre** - (Cllr S. Walsh, J. Hampstead). Cllr Walsh gave a verbal report on the Centre's lease negotiations with RDC with a further meeting planned.



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- c) **Rochford Hundred Assoc. of Local Councils** (Cllrs Miss A Marriott/ P. White /K. O'Brien/ Clerk). Cllr Marriott advised that the AGM was to be held 16th July, the Clerk circulated papers to representatives.
- d) **Hullbridge Library** (Cllr S. Naish) Cllr Naish gave a verbal report including information on the completion of works for the library windows and the summer reading challenge.
- e) **Riverside Primary School** (Cllrs D. Flack, J. O'Brien) Cllr J. O'Brien gave a verbal report on her attendance at a school assembly to promote the Wild About Hullbridge Competition. Cllr Naish advised of changes to the PTA structure.
- f) **Police/Security/Neighbourhood Watch** (Cllr D. Elwell, P. White) Cllr Elwell gave verbal report on Police surgeries.
- g) **Riverside Medical Centre** (Cllrs S. Walsh, K. Charters) It was noted that Riverside Medical Centre had been rated the top surgery in the area by patients.
- h) **Transport** (Cllr P. White, S. Walsh) No Report
- i) **Parish Councillors** Cllrs Walsh, Hampstead and J. O'Brien reported back from using the new 27 bus route to Canvey Island.

52/07/26 **Date of the next Parish Council Meeting and future agenda items**

52.1/07/26 RESOLVED – Councillors *noted* that the next Council meeting will be on **Monday 14th September 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 20.07
Nicola Harding Clerk to the Council

CHAIRMAN _____ DATE _____

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