

**Minutes of the Meeting of
HAWKWELL PARISH COUNCIL
held on Monday 3rd April 2017 at 7:40pm
in the Committee Room, Freight House, Bradley Way, Rochford**

Councillors Present: Vice Chair Mrs P Young, K Binding, Mrs E Gadsdon, R Gardner, S May, R Patient, M Strubel, & Mrs M Weir.

Other: Mrs H Glynn.

Proceedings were suspended while Members gave tribute to Chairman V Leach, following his passing. Mrs H Glynn gave further tribute, which included showing a selection of photographs in memory of Chairman Leach's historic involvement with the Council and community. Proceedings commenced at 8:00pm following a minute silence, held in memory of Cllr V Leach.

143. To receive apologies for non-attendance at meeting:

Cllr D Weir (unwell), Cllr Mrs L Shaw (other appointment) & District Cllr Gooding (other appointment).

Members **accepted** the apologies tendered.

144. Declarations of any:

- a) **Disclosable Pecuniary Interest;**
- b) **Other Pecuniary Interest; or**
- c) **Non-Pecuniary Interest**

on any matter on the agenda for 3rd April 2017:

None were declared.

145. Public Forum & Information Reports by District Cllr Mrs J Gooding & Mrs L Shaw (in her capacity as District Cllr):

There was one member of the public present.

There were no updates as District Cllr Mrs J Gooding and Mrs L Shaw were both absent.

146. To approve as a correct record the Minutes of the Hawkwell Parish Council meeting held on 6th March 2017 and to destroy the notes in respect of that meeting:

The minutes of the Meeting held on 6th March 2017 were **approved** as a correct record and Members agreed to the destruction of the notes in respect of that meeting.

147. Financial Report (March/Year End 2016-17):

The Clerk reported that the overall budget was 95% spent overall at year end. She further reported that Finance was 99.5% spent; GP 80% and Parks 95.3%, noting

that the figures were unaudited. Members were pleased that no budget had been exceeded in 2016-17.

There were no questions and Members **accepted** the Financial Report.

148. Action List Update (April 2017):

- 148.1 Members noted there were no further updates regarding the Robert Sudbury Trust and that the process for winding up the trust would be started in due course.
- 148.2 Members noted that information regarding the Neighbourhood Watch (NHW) Co-ordinators for Hawkwell was still being compiled and would be sent to the office in due course.
- 148.3 Members were referred to agenda item 7 (Minute 149).
- 148.4 Members noted that the Hawkwell i Spring edition newsletter distribution had been completed on the 20th March and noted the positive feedback which had been received by some residents. Members agreed to close the item.
- 148.5 Members were reminded Cllr R Gardner was investigating the cost of alternative electricity suppliers for the Parish street lighting which was ongoing.

Members **accepted** the Action List update and **agreed** to the removal of closed items.

149. Items for referral to Rochford District Council (RDC) regarding Shared Working Opportunities:

Members had no items to discuss, but agreed to keep the item on future agendas.

150. Recommendation from Personnel Committee to accept HR Policy discussed at its meeting on 27th March 2017

Cllr R Patient moved that the HR Policy be accepted by Full Council. Cllr R Gardner seconded the motion with all Members in agreement.

151. Correspondence:

- 1. Essex Association of Local Councils (EALC) Legal Update March 2017:** Members noted the Legal Update.
- 2. Rochford District Council (RDC) Notification of funding allocations to voluntary groups – March 2017:** Members were interested to learn of the funding allocations, but were unsure of the allocation decisions, noting some groups appeared not to be voluntary. Members also queried Stambridge Memorial's hall purchase of fishing equipment and it was explained that the hall allowed young people the chance to fish in the lakes. It was requested that the Clerk obtain more information about the fund, along with criteria round eligibility.
- 3. RDC Contract Advertising on RDC website - Information and press release:** Members noted the information.
- 4. The Old People's Welfare for Rochford and District Committee – Minutes of the Meeting held on the 8th March 2017:** Members noted the Minutes.
- 5. Information sent from RDC regarding Crimestoppers:** Members noted the information.

152. Receive Committee/Working Party Reports since last meeting:

Planning Committee: Cllr Mrs Weir moved the Minutes of the meeting held on 6th March 2017 which were **accepted**.

Finance Committee: Cllr K Binding in his capacity as Vice Chair of the Finance Committee, moved the Minutes of the meeting held on the 13th March 2017 which were **accepted**.

Parks, Open Spaces, Conservation and Footpaths Committee: Cllr Mrs P Young moved the Minutes of the meeting held on the 13th March 2017 which were **accepted**.

Personnel Committee: Cllr Mrs P Young in her capacity as Vice Chair of the Personnel Committee, moved the Minutes of the meeting held on the 6th March 2017 (which were verbally accepted at the Full Council meeting on the 6th March 2017) and of the meeting held on the 27th March 2017 which were **accepted**.

153. Representatives Reports:

Hockley & Hawkwell Old Peoples Welfare Committee – Cllr Mrs Weir reported there had been no meetings.

Rochford Old Peoples Welfare Committee – Cllr M Strubel referred Members to the Minutes received. (Minute 151.4)

Rochford Hundred Association of Local Councils (RHALC) – Members were informed there had been no meeting but one was imminent.

Hawkwell Village Hall – Cllr Mrs Young reported that Hawkwell Village Hall had expressed gratitude for the donation from Hawkwell Parish Council (HPC) towards a hearing loop. (Finance Committee Minute 65; 2016-17). She informed Members the hearing loop was expected to be installed during August.

Ashingdon & East Hawkwell Memorial Hall MC – Members noted that a new Representative would need to be established in due course following the loss of Chairman V Leach. Members further noted that Minutes would be included in the next Full Council meeting.

Public Transport Liaison Group – Cllr Mrs Weir reported there had been no meetings but believed one was due in June.

Robert Sudbury Trust – Members were referred to Agenda item 7 (Minute 135.1). Mrs H Glynn gave Members a brief history on the Trust, basing it on her own involvement during her tenure as a HPC Councillor.

Information Reports:

Community Meetings – Cllr K Binding and Cllr M Strubel reported they had not been to any meetings. Cllr Mrs P Young advised that a meeting was due and reminded Cllrs Binding and Strubel to check the Essex Police website for details of the next meeting.

154. Payment of Accounts:

The payments of accounts paid since the last meeting (March 2017 payments) were **approved together with agreement to pay any accounts due** before the next meeting.

155. Summary of Decisions Taken:

- HR Policy accepted.
- Clerk to obtain further information regarding the RDC Voluntary Fund, including details around eligibility criteria.
- New Representative for Ashingdon & East Hawkwell Memorial Hall to be agreed.

The Chairman declared the meeting closed at 8:18pm

Chairman