

**Minutes of the Meeting of  
HAWKWELL PARISH COUNCIL  
held on Monday 4<sup>th</sup> July 2016 at 7:40pm  
in the Committee Room, Freight House, Bradley Way, Rochford**

**Councillors Present:** Chairman V Leach, Vice Chairman Mrs P Young, K Binding, Mrs L Corsham, Mrs E Gadsdon, R Gardner, S May, R Patient, M Strubel, Mrs L Shaw, D Weir Mrs M Weir.

**Also present:** Cllr Mrs J Gooding.

**42. To receive apologies for non-attendance at meeting:**

District Councillors Mr & Mrs Mason had offered apologies. Members accepted the apologies tendered.

**43. Declarations of any:**

**a) Disclosable Pecuniary Interest;**

**b) Other Pecuniary Interest; or**

**c) Non-Pecuniary Interest on any matter on the agenda for 4<sup>th</sup> July 2016:**

None were declared.

**44. Public Forum:**

None present.

**45. To approve as a correct record the Minutes of the Hawkwell Parish Council meeting held on 13<sup>th</sup> June 2016 and to destroy the notes in respect of that meeting:**

The minutes of the Meeting held on 13<sup>th</sup> June 2016 were approved as a correct record and Members agreed to the destruction of the notes in respect of that meeting.

**46. Financial Report (June 2016):**

The Clerk reported expenditure for Q1 2016-17 was on track, marginally underspent at 21%. She explained the figures for the Finance Committee budget were slightly skewed due to annual subscription payments which would average out over the coming months. She also informed Members the second tranche of the precept had been received. There were no questions and Members **accepted** the Financial Report.

**47. Action List Update (July 2016):**

47.1 Members noted the Robert Sudbury Trust meeting would occur in the summer.

47.2 Members had received a reminder email from the Clerk and the Chairman further reminded Members to get in touch with the Clerk if they wanted to attend the RDC Standards Training on 21<sup>st</sup> July 2016.

- 47.3 There had been no further updates on the Adult Gym claim.
- 47.4 The Clerk updated Members that the RDC Community Engagement Event was likely to occur on the 1<sup>st</sup> September, but that RDC were still in the process of trying to secure an appropriate venue for that date.
- 47.5 Members noted the RDC Training Courses were now booked for Cllrs Mrs Gadsdon, Mrs Weir and R Gardner.
- 47.6 Cllr Mrs Weir offered apologies to Members as she had missed the Network Rail Crossing Strategy Consultation on the 25<sup>th</sup> June. Members agreed to wait for any updates that may follow.
- 47.7 Members noted the matter regarding parking problems in Park Gardens had been addressed and a response had been sent to Cllr J Mason.

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

**48. Cllr Mrs Gadsdon to join the Personnel Committee (1 vacancy):**

Chairman Leach moved from the Chair that Cllr Mrs Gadsdon join the Personnel Committee. That was seconded by Cllr Mrs Shaw and unanimously **agreed** by Members.

**49. Committee Membership & Representatives on Outside Bodies for 2016-17:**

Members noted the Committee Membership & Representative on Outside Bodies summary and further noted an amendment to include Mrs Gadsdon as a new Member of the Personnel Committee (Minute 48).

**50. Approve Annual Subscription Rural Community Council of Essex (RCCE)- £105:**

Chairman Leach moved from the chair approval of the RCCE annual subscription which was seconded by Cllr Mrs Gadsdon and agreed by all Members.

**51. Correspondence:**

1. **Email from RDC regarding information on arrangements following the departure of the Chief Executive** - Members noted the email.
2. **RDC brief guide for reporting issues outside of the Rochford Local Highways Panel (LHP)** - Members noted the information from RDC.
3. **Temporary Prohibition of Use Notice from ECC and Ringway Jacobs regarding Byway 19, Ironwell Lane, Hawkwell June 2016.** – Members noted the Prohibition of Use Notice.
4. **Email from RDC Corporate Communications regarding website/social media communications** - Members noted the email.
5. **Essex & Southend County Council Joint Replacement Waste Local Plan Submission June 2016** - Members noted the submission.
6. **Larger Local Council Forum (LLCF):**
  - a) **Notice of meeting & agenda: 7<sup>th</sup> July 2016** - Chairman Leach went through the agenda and noted that the items were not particularly relevant and therefore felt attendance would not be cost effective. He proposed his attendance at the following LLCF if items were more relevant. Members **agreed** Chairman Leach would not attend the meeting on the 7<sup>th</sup> July.
  - b) **Minutes of the LLCF 25<sup>th</sup> February 2016** - Members noted the minutes.

- 7. Invitation to the Citizens Advice Rochford & Rayleigh AGM 20<sup>th</sup> July 2016 -**  
Cllr Mrs Shaw informed Members she would be attending the meeting and Chairman Leach encouraged other Members to attend.
- 8. EALC Legal Update June 2016. –** Members noted the update and drew attention to the article relating to play areas/equipment; they discussed the current installation of play equipment at Magnolia Park Playground, which included an 'inclusive roundabout' that enabled disabled users and parents with push chairs to use it. Cllr Mrs Young volunteered to have photographs taken of her son using the roundabout in his wheelchair, in order to promote and educate people about its functionality.
- 52. Receive Committee/Working Party Reports since last meeting:**
- Planning Committee:** Cllr Mrs Weir moved the minutes of the meeting held on 13<sup>th</sup> June 2016 which were **accepted**.
- Parks Committee:** Cllr Mrs Young moved the minutes of the meeting held on the 13<sup>th</sup> June 2016 which were **accepted**.
- General Purposes Committee:** Cllr R Gardner moved the minutes of the meeting held on the 20<sup>th</sup> June 2016 which were **accepted**.
- 53. Representatives Reports:**
- Hockley & Hawkwell Old Peoples Welfare committee –** Cllr Mrs Weir reported the next meeting was due to take place on Thursday 7<sup>th</sup> July 2016.
- Rochford Old Peoples Welfare Committee –** Cllr Mrs Shaw advised Members the next meeting was on Wednesday 6<sup>th</sup> July 2016.
- Rochford Hundred Association of Local Councils (RHALC) –** Chairman Leach gave his apologies for being unable to attend the meeting which would occur in the following week. Cllr Mrs Shaw agreed to attend the meeting and would feed back to Members in due course.
- Hawkwell Village Hall –** Cllr Mrs Young and Cllr Binding updated Members there had been a meeting on Wednesday 15<sup>th</sup> June 2016. They were told the leak in the toilet was almost rectified, with the insurance claim still ongoing. It was noted that the hall would be closed from 16<sup>th</sup> August 2016 for a period of two weeks, while it underwent restoration works including floor sanding and décor improvements. Members noted the update.
- Ashingdon & East Hawkwell Memorial Hall MC –** Chairman Leach informed Members there would be a meeting in August.
- Public Transport Liaison Group –** Cllr Mrs Weir reported there had been no meeting.
- Robert Sudbury Trust –** No meeting held.
- Information Reports:**
- Community Meetings –** Cllr Binding reminded Members of his update at the June meeting which was noted.
- 54. Payment of Accounts**  
There were no questions and the payment of accounts paid since the last meeting (June payments) were **approved together with agreement to pay any accounts due** before the next meeting.

**55. Summary of Decisions Taken:**

- Cllr Mrs Gadsdon now a new Member of the Personnel Committee.
- RCCE annual subscription approved (£105).
- Chairman Leach not to attend the LLC meeting on the 7<sup>th</sup> July.
- Cllr Mrs Young to take photographs of her son in his wheelchair using the newly installed 'inclusive roundabout' to be used to promote the roundabout's use.

The Chairman declared the meeting closed at 7:52pm.

Chairman