

**Minutes of the Meeting of
HAWKWELL PARISH COUNCIL
held on Monday 11th April 2016 at 7.30pm
in the Committee Room, Freight House, Bradley Way, Rochford**

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

Also present: Mr S May

139. Apologies for non-attendance at meeting:

District Cllrs Mr & Mrs Mason, Mrs J McPherson, Mrs L Butcher, Mrs H Glynn and M Webb had given apologies.

Members **accepted** the apologies tendered.

140. Declarations of any:

a) **Disclosable Pecuniary Interest**

b) **Other Pecuniary Interest; or**

c) **Non-Pecuniary Interest**

on any matter on the agenda for 11th April 2016:

None were declared.

141. Public Forum:

None present.

142. To approve as a correct record the Minutes of the Meeting of Hawkwell Parish Council held on 7th March 2016 and to destroy the notes in respect of that meeting:

The Minutes of the Meeting were **approved** as a correct record and Members agreed to the destruction of the notes in respect of that meeting.

143. Stephen May (South Ward) to sign 'Declaration of Acceptance of Office' and 'Register of Members' Interests':

Stephen May signed the Declaration of Acceptance of Office and Register of Members' Interests which were witnessed by the Clerk.

144. Financial Report - March 2016 Year End:

The Clerk informed Members that the overall spend was 89.5%, taking into account the CIF grant. However, she explained approximately £7k expenditure would be accrued following late March payments, resulting in the budget being 94% spent. Finance was 88.6% spent, GP 79% and Parks 93.8%.

This was noted and Members **accepted** the Financial Report.

145. Action List Update – April 2016:

145.1 Members noted the EALC short course training was scheduled for 20th June 2016.

145.2 Members noted that a meeting about Robert Sudbury Trust would be held in the summer.

Members **accepted** the Action List updates.

146. Approve Spring Newsletter:

The Chairman commended the work that had gone into producing the newsletter. Members reviewed the newsletter and agreed that the advertisement from DIAL should take a space on the back page opposed to a statement from Rochford District Council (RDC), given that RDC would publish this in their own newsletter which would be delivered to all residents in the district.

Members discussed the article on bad behaviour and agreed it was necessary to make the statement about reporting bad behaviour to the police more pronounced to read: "The Council has a zero tolerance stance to any type of abuse towards council staff and such behaviour will be reported to the Police."

Subject to the adjustments, Members **approved** publication of the newsletter.

147. Councillor/Staff Emergency Contact Information:

The Chairman assured Members any information given would be kept confidential and secured in a locked file with copies transported only to the Council meetings in the Clerk's secure briefcase. It was agreed that those who felt to give this information could pass this on to the Clerk at the next Council meeting on the 9th May 2016. Members discussed the specifics around any medicines in relation to conditions they may have and it was agreed that the name of medicine would suffice. This information would be passed on to paramedics/doctors in case any emergency situations arose.

148. Correspondence:

1. Invitation from the Chairman of Rochford District Council to the Civic Thanksgiving Service – 29th April 2016

Members noted that Cllr Mrs Shaw would attend the Civic Thanksgiving Service.

2. EALC County Update - February/March 2016

Members noted the update. The Chairman requested that any queries relating to EALC should be directed to the Clerk who would contact EALC on their behalf.

3. EALC Legal Update - March 2016

Members noted the Legal Update.

4. Minutes for the 'Old People's Welfare Committee for Rochford & District' held on 9th March 2016

Members noted the minutes.

5. RDC 'Have you Say – Draft Statement of Community Involvement (SCI) Consultation Document'

Members noted the document.

6. ECC Devolution Newsletter – March 2016

The Chairman told Members he was aware some movements had been postponed, but was unsure of the reason(s) as no further information had been given. Members noted this update.

7. Email requesting Parish Council attendance at Belchamps Scout Activity Centre public meeting on 18th April 2016

Cllr Mrs E Gadson and the Chairman agreed to attend the public meeting in April.

8. Minutes for the 'Rochford & Castlepoint Transport meeting' – February 2016

Members noted the minutes.

9. CAVS 'Way to Wellness' service launch – March 2016

Members noted the notification of the new service launch.

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

Personnel Committee – Cllr Mrs Shaw moved the Minutes of the meeting held on 11th January 2016 which were **accepted**

Planning Committee - Cllr Mrs Weir moved the Minutes of the meeting held on 7th March 2016 which were **accepted**.

150. Representatives' Reports:

Hockley & Hawkwell Old People's Welfare Committee – Cllr Mrs Weir reported there had been no meeting.

Rochford Old Peoples Welfare Committee – Cllr Mrs Shaw referred Members to the minutes which had been distributed to Members. (Minute 148.4)

Rochford Hundred Association of Local Councils – Chairman V Leach informed Members a meeting would occur in the week to follow.

Hawkwell Village Hall – Cllr Mrs Young told Members that the hall was still undergoing refurbishment in certain areas following the award of the CIF grant; the fences had been replaced in the car park. The significant water leak in ladies' toilets had meant that there had been extensive pipe work repairs and replacements and an insurance claim was underway. However, the water loss during the leak which had cost the hall a significant sum (circa £2k), was not covered under the insurance. Members noted the update.

Ashingdon & East Hawkwell Memorial Hall MC – Chairman V Leach told Members there had been no meeting.

Public Transport Liaison Group – Cllr Mrs Weir had no updates.

Robert Sudbury Trust – No meeting held.

Information Reports:

Community Meetings – Cllr K Binding relayed to Members the meetings were now dedicated to Neighbourhood Watch, with police in attendance when representation was available. Cllr K Binding passed the contacts details for the Neighbourhood Watch to the Clerk who agreed to circulate to Members. Members agreed to add an item on this in the Autumn newsletter.

Cllr Mrs Shaw also told Members the group were offering 30mph stickers under a speed prevention scheme which were available for people to place on their wheelie bins. Members noted this update.

151. Payment of Accounts

The payment of accounts since the last meeting (March 2016) were **approved together with agreement to pay any accounts due** before the next meeting.

152. Summary of Decisions Taken:

- Stephen May successfully co-opted.
- Newsletter approved for publication.
- Members to voluntarily provide medical and emergency contact details to the Clerk in time for the next meeting on 9th May 2016.
- Cllr Mrs Shaw to attend the RDC Civic Thanksgiving Service on 29th April.
- Chairman V Leach and Cllr Mrs Gadsdon to attend the Belchamps Scout Activity Centre public meeting on 18th April 2016.
- The Clerk to circulate Neighbourhood Watch contact details to Members and an item on this to go into the Autumn newsletter.

The Chairman declared the meeting closed at 8:00pm.

Chairman