

**Minutes of the Meeting of  
HAWKWELL PARISH COUNCIL  
held on Monday 12<sup>th</sup> September 2016 at 7:35pm  
in the Committee Room, Freight House, Bradley Way, Rochford**

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

**Also present:** District Cllrs M Webb & Mrs J Gooding.

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

Cllr Chairman V Leach (holiday), Cllr R Gardner (holiday) and Cllr Mrs E Gadsdon (unwell) had given apologies. District Councillors Mr & Mrs Mason had also offered their apologies. Members accepted the apologies tendered

**57. Declarations of any:**

**a) Disclosable Pecuniary Interest;**

**b) Other Pecuniary Interest; or**

**c) Non-Pecuniary Interest**

**on any matter on the agenda for 12<sup>th</sup> September 2016:**

None were declared.

**58. Public Forum & Information Report by District Cllr Mrs J Gooding:**

Vice Chairman Mrs Young welcomed District Cllrs Mrs Gooding and M Webb to the meeting. Cllr Mrs Gooding informed Members she was still in the process of trying to arrange a youth bus for the area. Members felt this was a good initiative for the youth and thanked her for her ongoing efforts.

**59. To approve as a correct record the Minutes of the Hawkwell Parish Council meeting held on 4<sup>th</sup> July 2016 and to destroy the notes in respect of that meeting:**

The minutes of the Meeting held on 4<sup>th</sup> July 2016 were approved as a correct record and Members agreed to the destruction of the notes in respect of that meeting.

**60. Financial Report (July & August 2016):**

The Clerk reported that actual total expenditure was at 40% taking into account the funding received from the Essex County Council Community Initiative Fund (CIF). She explained the Parks Committee budget was also affected by the CIF income and therefore the true expenditure for that Committee was 37.3% at the end of August 2016.

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

**61. Action List Update (September 2016):**

- 61.1 Members noted the email correspondence from Reverend Smith which confirmed he wanted the work to go ahead to wind up the Robert Sudbury Trust. It was agreed Cllrs Mrs Weir and Mrs Young, along with the Clerk would hold a meeting of the Trust and, if agreed, would make the necessary arrangements; Reverend Smith would be involved when any official documents required signature.
- 61.2 Members noted the training notes from the Rochford District Council (RDC) Standards Training were available in the office and agreed to close the item.
- 61.3 Members were referred to Agenda item 8 (Minute 63).
- 61.4 Members were referred to Agenda item 9 (Minute 64) and agreed to close the item.
- 61.5 Members had no updates on the recent RDC training, noting the material was available in the office. It was agreed to close the item.
- 61.6 Cllr Mrs Young apologised to Members for the delay in having her son photographed on the new inclusive roundabout in Magnolia Park playground. She assured Members the photograph would be ready for the next newsletter.

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

**62. Cllr Mrs Gadsdon to join the Parks Committee (2 vacancies):**

Members unanimously **agreed** to appoint Cllr Mrs Gadsdon to the Parks Committee.

**63. Adult Gym - Claim Update:**

Members noted the update from the Clerk which explained case papers had been sent to a barrister for review. The opinion was that proceeding to court would not be viable and therefore settlement was recommended. The Clerk was waiting for the final written report from the solicitors, but had been faced with a delay due to the solicitor not being in the office. Members were extremely disappointed with the outcome given they had adhered to all safety guidelines and recommendations at the time the incident took place. It was agreed when the matter was concluded the item would be referred to the Parks Committee for review.

**64. Hawkwell Community Engagement Event held on 30-08-16**

**a) Feedback from Councillors who attended:**

Members were disappointed by the event, noting only 13 residents had attended. Advertising of the event was discussed and Members felt it had not been particularly successful both in terms of coverage and time, noting posters and emails had only been made available a few weeks before the actual event. Members were also of the opinion the venue was not appropriate, with no sound equipment which had made it difficult to hear those presenting. Members noted that the walkabout did not occur on the day as it was agreed that the Hawkwell Parish was too extensive to explore on foot in the time allocated.

The importance of providing supporting statistics for the problems in the area was raised, but there was a lack of clarity over what statistics would be acceptable. Members noted there was now a survey available on the RDC website or in paper form from the RDC offices, local libraries and some shops.

**b) Email from RDC and Notes from the Workshop:**

Members raised questions over the effectiveness of the workshops, with individual suggestions written down and noted without any agreement of support from discussion or groups. Members noted the email and notes from the workshop.

**65. Hawkwell Post Codes/Addresses – Email from Cllr K Binding:**

Chairman Mrs Young informed Members the issue of Hawkwell not being a registered postal town had been debated before and there was nothing that could be done to change it. It was noted that businesses bought automated mailing systems from the Royal Mail which relied on the postcode system that divided Hawkwell into either Hockley or Rochford. Members pointed out that it was possible to add Hawkwell manually to addresses, but agreed it was disappointing to not have Hawkwell recognised in its own right when it came to applying postcodes to addresses.

**66. Correspondence:**

1. **EALC notice of AGM on 22<sup>nd</sup> September 2016** – Cllr M Strubel confirmed he would attend. Members who also wanted to attend were asked to let the Clerk know.
2. **Minutes of the Rochford & District Old People’s Welfare Committee for:**
  - a) **13th July 2016** – Members noted the Minutes.
  - b) **7th August 2016** – Cllr Mrs Weir explained that the higher expense for August was due to the food delivery, with the food ordered being frozen and used across proceeding months. She suggested looking at the figures over a 6month-1year period to in order to gain a true reflection of costs.
3. **Minutes of the Rochford Hundred Association of Local Councils (RHALC) AGM – 14<sup>th</sup> July 2016** – Members noted the Minutes.
4. **RDC /Rochford District Community Safety Partnership & Essex Police - letter regarding Anti-Social Driving/Riding** – Members noted there were a number of operations in the area and the Clerk informed Members that posters for this initiative had been placed in the noticeboards and on the Parish Council website.
5. **Email regarding attendance of RDC Council’s Deputy Leader (Cllr Steptoe) at HPC Full Council Meeting arranged for 6<sup>th</sup> February 2017** – Members noted the email.
6. **Email from UK Power Networks regarding the launch of the new National Phone Number ‘105’ – effective from 6<sup>th</sup> September 2016** – Members noted the launch of the new number and the Clerk confirmed posters had been placed in the noticeboards and on the Parish Council website.
7. **RDC notice of donations to Local Charities during Former Chairman’s Year in Office** – Members noted the donations to Local Charities.

8. **Rayleigh, Rochford & District Association for Voluntary Service (RRAVS) invitation to Christmas Carol Service on Sunday 4<sup>th</sup> December** – Members noted the invitation.
9. **Essex County Council (ECC) notification of Local Bus Network Review Consultation – August to September 2016** – Members raised concerns about the lack of advertising for the Consultation and that nothing had appeared to have been made available at bus stops, or on the actual buses. Members felt that the online method of response was not practical for elderly bus users as a large majority did not have access to a computer.
10. **ECC notice of Recycling Centre Changes (effective October 2016)** – Members agreed the recycling operation changes were needed, but raised concerns about the possibility of increased fly-tipping in the local area. Members agreed a more local commercial waste facility was needed, feeling Colchester was too far, and were disappointed no targets had been set to achieve this.
11. **EALC Training Opportunities:**
  - a) **Vine HR Employment Overview - 1st November 2016**
  - b) **Advanced Councillor Training Day 1 - 15th November**
  - c) **Advanced Councillor Training Day 2 - 6th December 2016**Members were advised to contact the Clerk to attend any of the EALC courses.
12. **Letter from Friends of Rayleigh Mount requesting historical material for Hawkwell** – Members suggested contacting the Local History Recorder for Hawkwell, Mrs Margaret Chambers. It was also suggested an article asking local residents for materials be placed in the next newsletter.
13. **ECC information on LED Street Lighting** – Members felt the change to LED lights was a step in the right direction and raised the question if the Hawkwell Parish lights should be changed. It was agreed this be referred to the General Purposes Committee for future consideration.
14. **RDC notice regarding crackdown on Fly Tipping** – Members questioned whether the public were aware of the liability laws surrounding fly tipping and felt the costs for residents wanting to dispose of non-household waste was too high.
15. **Emails from RDC regarding the Police & Crime Commissioner:**
  - a) **Links to the draft version of the new Police and Crime Plan for Public engagement (news release and online survey)** – Members noted this item.
  - b) **Invitation to attend a presentation by Roger Hirst, Police & Crime Commissioner for Essex on 20<sup>th</sup> September 2016** – Cllr Mrs Shaw informed Members she would be attending the presentation. Members who also wanted to attend were requested to contact the Clerk.
16. **Email from Rayleigh Town Council regarding Remembrance Day Service changes for 13<sup>th</sup> November 2016** – Members were disappointed by the changes and had been surprised no prior notice had been given by RDC. The Clerk explained wreaths had been pre-purchased and had therefore contacted

Rayleigh Town Council to request the Chairman attend the 2016 event, despite no longer being invited. Special permission for his attendance was granted but Members noted future invitations may cease.

**17. Network Rail Public Exhibition notice regarding Anglia Level Crossing Proposals - Saturday 1<sup>st</sup> October 2016** – Cllr Mrs Weir confirmed she would attend the Public Exhibition.

**67. Receive Committee/Working Party Reports since last meeting:**

**Planning Committee:** Cllr Mrs Weir moved the minutes of the meeting held on 4<sup>th</sup> July 2016 and 15<sup>th</sup> August 2016 which were **accepted**.

**Parks Committee:** Cllr Mrs Young moved the minutes of the meeting held on the 4<sup>th</sup> July 2016 which were **accepted**.

**68. Representatives Reports:**

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

**Rochford Old Peoples Welfare Committee** – Cllr Mrs Shaw informed Members the next meeting was on Wednesday 14<sup>th</sup> September 2016.

**Rochford Hundred Association of Local Councils (RHALC)** – Cllr Mrs Shaw informed Members the next meeting would occur in October 2016.

**Hawkwell Village Hall** – Cllr Mrs Young and Cllr Binding reported the next would be on the 28<sup>th</sup> September 2016.

**Ashingdon & East Hawkwell Memorial Hall MC** – There had been no meeting.

**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 told Members there had been some confusion with the organisers and the scheduled meeting never went ahead.

**69. Payment of Accounts:**

There were no questions and the payment of accounts paid since the last meeting (July & August payments) were **approved together with agreement to pay any accounts due** before the next meeting.

**70. Summary of Decisions Taken:**

- Cllrs Mrs Weir and Mrs Young, along with the Clerk to hold a meeting of the Trust and make arrangements to wind it up, if agreed.
- Cllr Mrs Gadsdon appointed Member of the Parks Committee.
- Adult Gym Claim – matter will be concluded shortly and will then be referred to Parks Committee for review.
- No action to be taken in relation to registering Hawkwell as a postcode town.
- Cllr M Strubel to attend the EALC AGM; Members to let the Clerk know if they will also attend.
- Members to contact the Clerk regarding EALC training course opportunities.

- Suggest Friends of Rayleigh Mount contact the Local History Recorder for Hawkwell, Mrs Margaret Chambers. Additionally, an article asking local residents for materials be placed in the next newsletter.
- Matter of changing Parish lights to LED bulbs to be referred to General Purposes Committee for consideration.
- Cllr Mrs Shaw to attend the presentation by Roger Hirst, Police & Crime Commissioner for Essex on 20th September 2016; other Members to let Clerk know if they will be attending.
- Chairman to attend Remembrance Day event at Rayleigh on 13<sup>th</sup> November 2016.
- Cllr Mrs Weir to attend Network Rail Public Exhibition regarding Anglian Level Crossing Proposal on Saturday 1<sup>st</sup> October 2016.

The Chairman declared the meeting closed at 8:57pm.

Chairman