

**Minutes of the meeting of  
HAWKWELL PARISH COUNCIL  
held on Monday, 12<sup>th</sup> January 2015 at 7.45pm  
in the Committee Room, Freight House, Bradley Way, Rochford**

**Councillors Present:** Chairman V Leach, Vice Chairman R Patient, K Binding, Mrs L Haskew, Mrs A Heath, L Sampson, Mrs L Shaw, J Tutton, D Weir, Mrs M Weir and Mrs P Young

**Also Present:** Mr R Gardner and Mr M Elson

*Standing Order 6n. Resolution `that in view of the new Openness of Local Government Bodies Regulations made on 5<sup>th</sup> August 2014 SO 6n (Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is not permitted without the Council's prior written consent) be suspended`.*

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

County Cllr Mr T Cutmore, District Cllrs Mr & Mrs Mason, Mrs L Butcher, Mrs J McPherson and Mrs H Glynn.

**95. Declarations of any:**

1. **Disclosable Pecuniary Interest;**
2. **Other Pecuniary Interest; or**
3. **Non-Pecuniary Interest**

**on any matter on the agenda for 12<sup>th</sup> January 2015:**

None were declared.

**96. Public Forum:**

None Present.

**97. To approve as a correct record the Minutes of the Meeting of Hawkwell Parish Council held on 3<sup>rd</sup> November 2014 and to destroy the notes in respect of that meeting:**

The minutes of the Meeting held on 3<sup>rd</sup> November 2014 were approved together with destruction of the notes in respect of that meeting.

**98. Co-option of New Councillor:**

**Malcolm Elson:**

The Chairman welcomed Mr Elson and explained the co-option process. Mr Elson was invited to speak about himself and this was followed by a Question & Answer session (noted separately). Mr Elson left the Chamber in order for a decision to be reached. After discussion it was **agreed to** co-opt Mr Elson and he was invited to return to the Chamber where he was pleased to **accept**. The Chairman explained that all Members of Council including Mr Elson would be up for Election in May. The Clerk advised Mr Elson that he would be formally invited to February Full Council when he would sign the Declaration of Acceptance of Office.

**99. Financial Report (December 2014):**

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

**100. Action List Update:**

100.1 Cllr Leach reported the subject of sharing the resource of 'Dog Patrol' would go before the next RHALC Meeting and come to Parks for discussion in February and this was noted.

The List was **noted** and **approval** was given for completed items to be removed.

**101. Set the Precept for 2015/16:**

**Note the Tax Base for 2015/16** - The Tax Base for 2015/16 set by Rochford District Council for Hawkwell for 2015/16 of 4,553.4, an increase of 211.5 in Band D Equivalents was **noted**.

**Recommendation from Finance Committee re. Setting the Precept** – the Clerk stated the updated figures recommended from Finance Committee for setting the Precept; in order to match planned expenditure for 2015/16 of £163,095.00 the Precept would increase by just under 4% to £163,063.73 and the Band D equivalent figure would rise to £33.89 or a £1.28 increase per year per household.

**Adoption of the Precept and approval to notify RDC** - Cllr Tutton moved 'That Council approves just under 4% increase on the Band D equivalent at £33.89 giving a total Precept (including a grant of £8,749) of £163,063.73 for the tax year 2015/16. Council instructs the Clerk to advise Rochford District of the approved Precept` and this was seconded by Cllr Mrs Young. After a show hands the motion was carried with 2 Members opposed.

**102. 2015 Elections – Information for Councillors:**

Cllr Leach thanked the Clerk for putting together the information. He advised Members to read the paperwork in detail and for less experienced Councillors to seek advice from the Clerk but stressed that all Councillors were responsible for applying for/completing their own Election papers. This was noted and accepted.

**103. Correspondence:**

1. **Letter from NALC Chief Executive re. Local Council Award Scheme** – The Clerk advised this replaced the Quality Council Scheme and she had already completed a register to transfer Council onto the Foundation Level Scheme. Council could work towards the higher standards once the Election process had taken place if two-thirds of the total of Councillors were elected. This was noted.
2. **Minutes of the Parish Transport Meeting held on 13<sup>th</sup> November 2014** – Cllr Leach made reference to Minute 2, Page 1 and recommended referral of the minutes to General Purposes Committee for fuller debate which was agreed.
3. **Letter of thanks from The Old Peoples Welfare Committee for Rochford and District** – Noted.
4. **Flyer re. J9, the Domestic Abuse Initiative** – Cllr Mrs Shaw advised that she was involved in Women's Aid in Basildon and she would be happy to put herself forward for any initiative taken on. Cllr Leach referred to lone working and that it would make sense to be an information point only to avoid any risk to staff. It was agreed that the Office would be an information point only clearly identifying where and how to obtain information. It was agreed to publish information about J9 in the Newsletter.
5. **Letter from Olive Mitchell** – Noted with thanks.
6. **Southend Area Bus User Group – Autumn 2014 Newsletter and Membership Renewal** – Cllr Leach referred to the noted 7 and 8 services and

pointed out the statement “use them or lose them”; he recommended publishing a note in the Newsletter about this which was **agreed together with renewal.**

7. **Parish and Town Council Update from Essex Highways** – Noted.
8. **Letter from ECC Planning & Environment re. Where are the flood problems in your area – top 3 priorities to be returned by 31<sup>st</sup> January 2015 & Email from Alan James re. flooding under railway bridges** – Cllr Binding reported he had contacted RDC as a concerned parent and grandparent due to flooding twice in recent months and the most information he was given was supplied by Hockley Parish Council. Cllr Leach recommended contacting Keith Hudson, District Councillor responsible for co-ordinating flood deterrents. Cllr Weir recommended inviting County Cllr Cutmore to Council meetings; Cllr Leach pointed out that he was invited to every meeting. Cllr Mrs Young requested following up via the LHP a sign warning of the flooding at the bottom of Gusted Hall Lane; the Clerk reported notice had been received from ECC that renovations to the Lane would commence in the near future and it was agreed to monitor whether this improved. Cllr Mrs Shaw fed back from the Rochford Summit that the relevant phone numbers and email addresses would eventually be published via the Minutes which would provide Council with up to date information and this was noted.  
The Clerk reported that all LHP schemes would need to be agreed by February 2015 and **Cllr Leach moved referral of the above Letter and Email to General Purposes Committee which was agreed.**
9. **Letter from the Local Government Boundary Commission re. Electoral Review of Rochford: Draft Recommendations (response deadline 16<sup>th</sup> February 2015)** – Cllr Leach read out items of change and it was **agreed to accept** the document and Cllr Leach pointed out that people were entitled to make representations individually which was noted.
10. **Email from Hennie Chilvers re. Parish seat decoration (yarn bomb)** – Cllr Leach reported this type of decoration was a recent craze and Members had seen some around the area with only one being known to have been stolen. It was accepted, knowing the risks, to **agree** to the request and the Clerk was asked to respond.

Members **noted** the information available in the office and the Clerk clarified that Members could collect the information to take away to read.

104. **Receive Committee/Working Party Reports since last meeting:**
  - Planning Committee:** Cllr Mrs Weir moved the minutes of the meeting held on 1<sup>st</sup> December and Planning Application Decisions taken by Chair of Planning and Clerk on 16<sup>th</sup> December 2014 which were **accepted.**
  - Parks Committee:** Cllr Mrs Young moved the minutes of the meetings held on 10<sup>th</sup> November & 1<sup>st</sup> December 2014 and the minutes were **accepted.**
  - General Purposes Committee:** Cllr Patient moved the minutes of the meeting held on 10<sup>th</sup> November 2014 as set out and the minutes were **accepted.**
  - Finance Committee:** Cllr Mrs Haskew moved the minutes of the meetings held on 10<sup>th</sup> November and 1<sup>st</sup> December 2014 and the minutes were **accepted.**
105. **Representatives Reports:**
  - Hockley & Hawkwell Old Peoples Welfare committee** - Cllr Mrs Weir – no meeting.

**Rochford Old Peoples Welfare committee** – Cllr Mrs Haskew was sad to report that the Treasurer had passed away and would be sadly missed. During the Christmas season Santa’s Grotto went well and there was nothing further to report.  
**Rochford Hundred Ass. of Local Councils** - Cllr Leach/Cllr Mrs Weir – meeting next week.

**Hawkwell Village Hall** – Cllrs Mrs Weir/Mrs Young – AGM Wednesday, 14<sup>th</sup> January.  
**Ashington & East Hawkwell Memorial Hall MC** – Cllr Mrs Weir had missed the last meeting in November and would await the Minutes.

**Public Transport Liaison Group** – Cllr Mrs Weir – See 103.2 above.

**Robert Sudbury Charity** – Cllr Mrs Weir/Cllr Mrs Young – to be reviewed, no progress as yet.

**Community Safety Partnership** – Cllr Mrs Young reported the last meeting of the CSP had been held and this would now become a standing item on the RHALC going forward in order to engage more efficiently with the Parishes.

**Triple H Community Choir** – Cllr Mrs Haskew reported that committee meetings clashed with Council meetings and she had not received any information to report.

### **Information Reports -**

Community Meetings – Cllr Mrs Young reported lots of changes afoot again. They would continue to hold a bi-monthly Community Meeting shared across two sites and the Hawkwell West one would be tied in with Hockley and reviewed again. There was nothing significant to report; crime figures were down with no problems around firework night or Halloween and Policing would be reduced around areas of little problem.

### **106. Payment of Accounts**

Payment of accounts paid since the last meeting (November and December payments) were **approved together with agreement to pay any accounts due** before the next meeting.

### **107. Summary of Decisions Taken:**

- Co-opted Mr Malcom Elson – to sign Declaration of Acceptance of Office at February Full Council Meeting.
- 2015/16 Precept adopted and approval granted to the Clerk to notify RDC.
- Minutes of Parish Transport Meeting (13<sup>th</sup> November 2014) referred to GP.
- J9, the Domestic Abuse Initiative to be published in the Newsletter and Office to be information point only.
- 7 and 8 Bus Services (as referred to on Page 3 of SABUG Autumn News) “Use them or lose them” for note in next Newsletter.
- Letter from ECC Planning & Environment re. flood problems & Email from Alan James to be referred to GP.
- Letter from the LGBC re. Electoral Review of Rochford: draft recommendations accepted (response deadline 16<sup>th</sup> February).
- Parish seat decoration (yarn bomb) approved – Clerk to respond to email.

The Chairman declared the meeting closed at 8.47pm.

Chairman