

**Minutes of the Meeting of the
GENERAL PURPOSES COMMITTEE
held on Monday 9th October 2017 at 8:09pm
in the Committee Room, Freight House, Bradley Way, Rochford.**

Present: Chairman R Gardner, Cllr K Binding, Cllr Mrs E Gadsdon, Cllr S May, Cllr R Patient, Cllr Mrs L Shaw, Cllr M Strubel, Cllr Mrs M Weir, Cllr S Wootton and Cllr Mrs P Young.

24. Apologies for non-attendance at meeting:

Cllr D Weir had given apologies.
Members **received** the apologies tendered.

25. Declarations of any:

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

on any matter on the agenda for 9th October 2017:

None were declared.

26. Public Forum:

No members of the public were present.

27. To approve the Minutes of the meeting held on 3rd July 2017 meeting:

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

28. Action Update List – October 2017:

- 28.1 Members noted that a request from a resident to install a suitable sign to deter HGVs from using Thorpe Road had been deferred until the LHP had elected a new Chairman and advice and or consideration could then be passed to the panel. Cllr Mrs L Shaw advised Members she would make enquiries if the Chair had been appointed and would get back to the Clerk in due course.
Members noted the importance of having the support of District Councillors in LHP bids and were reminded Cllr Mrs J Gooding would offer the necessary support in this regard. Members also discussed issues with the entrance to Thorpe Road where there had been reported motorist accidents and Cllr Mrs E Gadsdon informed Members she was meeting with District Cllr Mrs J Gooding to discuss the issues and look whether double yellow lines could be placed at the entrance. Members pointed out that yellow lines already existed and that junction protection was therefore already in place, noting it was limited by regulation meaning the lines could not be extended. Members were also informed 50% of residents had to support a petition to be considered by the LHP.
- 28.2 Members noted that the email from a resident requesting adoption of a private road had been forwarded to District Cllrs J Mason and Mrs C Mason, but no response had been received. Members enquired why the email had not been passed to District Cllr Mrs J Gooding as Ward Councillor and it was explained District Cllrs Mr and Mrs Mason had already been involved in matters relating to

Belchamps. Members discussed the many issues around adopting a private road and agreed that Council could not do anything more on the matter and therefore agreed to close the item.

28.3 Members noted that an article requesting residents' views on keeping Essex County Council owned lights on at night would not be a worthwhile article given it may have given residents false hope those lights would remain on overnight. Members agreed to close the item.

Members noted the Action Update List and **agreed** to the removal of closed items.

29. Financial Report – September 2017:

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

30. General Purposes & Youth Budget 2018/19: process begins at meeting on 13th November 2017/18 budget attached:

Members noted the 2017/18 budget and that the process for the 2018/19 budget would begin at the meeting on the 13th November 2017.

31. Receive notes of the following Working Groups:

a) Christmas Parcels Working Group (held on 18th September 2017):

Members approved the Christmas Parcels Working Group notes held on the 18th September 2017.

b) Summer Fayre Working Group (held on 18th September 2017):

Members approved the notes of the Summer Fayre Working Group held on the 18th September 2017.

c) Youth Working Group (held on 2nd October 2017):

Members approved the Youth Working Group meeting notes held on the 2nd October 2017.

d) Christmas Lights Working Group (held on 2nd October 2017):

Members approved the Christmas Lights Working Group notes held on the 2nd October 2017.

32. Christmas Parcels Project: Succession planning

Members were aware that Cllr Mrs L Shaw would be leaving Council, noting her involvement and dedication to the Christmas Parcels Project throughout the years. Cllr Mrs L Shaw updated Members on the process and progress to date and stressed the importance of being dedicated to the Project throughout the year to make sure costs were kept to a minimum and the best deals on the parcel contents were found. Members questioned whether the Agenda item should be deferred until appointment of a Chair in the new Civic Year, but agreed discussion around the process and how to move forward without Cllr Mrs Shaw was sensible.

Members noted the importance of having an adequate storage facility for all the purchased goods, along with an appropriate place for the packing to take place. The Clerk suggested the project move forward with a collective involvement and Cllr M Strubel suggested that several Members could become responsible for the purchase of individual items, making it easier when it came to package the nine-item parcels. A

further suggestion was made that a Co-ordinator be put in place, so that instruction on best deals could be given to those Members delegated with purchasing items. Discussion also extended to using a third party who could provide the full package of items, but it was agreed the cost of such a service would be too high and would negate the hard work Cllr Mrs L Shaw had put in over the years to maintain a low budget. Members also suggested items be ordered online and delivered, but Cllr Mrs L Shaw informed Members certain supermarkets would not allow bulk orders and a large part of the Project was about making multiple trips to a variety of stockists to get the best deals on products. Members also suggested using the Parish Office as a storage facility, but the Clerk informed Members there was not adequate space. It was suggested all Members be given the chance to contribute to the initiative; recommendation that Full Council be made aware of the need for succession planning was made so further discussion could take place.

33. Summary of Decisions:

- Cllr Mrs L Shaw to make enquiries if the Chair of the LHP had been appointed and to report to the Clerk in due course.
- Full Council to be made aware of the need for succession planning due to Cllr Mrs L Shaw's future departure from Council and the Christmas Parcels Project.

The Chairman declared the meeting closed at 8.44pm

Chairman