

**You are hereby summoned to a meeting of
HAWKWELL PARISH COUNCIL
to be held on
Monday 7th October 2019 in the Committee Room,
Freight House, Bradley Way, Rochford
commencing at 7.30pm**

Please note that under the Local Government Act 1972 Schedule 12 paragraph 10 (2) (b), the Council cannot lawfully decide any matter that is not specified on the agenda. Should you require additional information on any agenda item please advise the Clerk by 1pm on the working day preceding the meeting.

AGENDA

- 1) **To receive apologies for non-attendance at meeting (For Noting)**
- 2) **Declarations of any:**
 - i **Disclosable Pecuniary Interest;**
 - ii **Other Pecuniary Interest; or**
 - iii **Non-Pecuniary Interest****on any matter on the agenda for 7th October 2019**

Members are reminded they must, within 28 days of becoming aware of any new, or change in their Register of Members' Interests, provide written notification thereof to the Clerk of Hawkwell Parish Council.
- 3) **Public Forum & Information Reports from District Councillors (For Information)**
- 4) **To approve as a correct record the Minutes of the Meeting of Hawkwell Parish Council held on 9th September 2019 and to destroy the notes in respect of that meeting (For Decision)**
- 5) **Financial Report - September 2019 (For Information)**
- 6) **Action List Update - October 2019 (For Information)**
- 7) **Ratification of Co-option of new councillors: Mrs Eileen Gadsdon and Mr Kieran Stubbings & confirmation that the required paperwork has been completed, witnessed and Register of Interests Form sent to RDC (For Noting)**
- 8) **Membership on Committees/Working Groups: Updated schedule (For Information)**
- 9) **Winter Newsletter (For Discussion)**
- 10) **Budget Setting for 2020/2021 and recommendation that Hawkwell Parish Council adopt the Fiscal Policy when setting the budget for 2020/21 (last agreed in October 2018) - Paper attached (For Decision)**
- 11) **Consideration of formulating a Hawkwell Parish Council Social Media Policy with a view to setting up a Facebook Page (For Decision)**

- 12) **Xmas Parcels Working Group: request for assistance from non-members of the Working Group in relation to Parcel packing and delivery (For Decision)**
- 13) **Notification of formation of a 'Community Engagement Working Group' reporting to the General Purposes (GP) Committee: Membership open to all Members not on the GP Committee (For Decision)**
- 14) **Consideration of holding a Parish Event in relation to the 'Discover 2020 Festival' – Matters for consideration if taken forward (For Decision)**
a) **Set up Working Group to oversee planning, resources, etc; and**
b) **Set Budget: proposals to be included in the 2020/21 Budget**
- 15) **Consideration of Videos by Members to go on the Council Website: More Members required to sit on new Working Group (For Decision)**
- 16) **Correspondence - list attached (For Information)**
- 17) **Receive Committee/Working Party Reports since last meeting:**

Planning Committee:

Note Minutes of Meetings held on 9th September 2019

Parks Committee:

Note Minutes of Meetings held on 16th September 2019

General Purposes Committee:

Note Minutes of Meetings held on 16th September 2019

18) **Representatives Reports**

Hockley & Hawkwell Old Peoples Welfare committee - Cllr Mrs Weir/M Strubel

Rochford Old Peoples Welfare committee – Cllr Strubel/Cllr May

Rochford Hundred Ass. of Local Councils – Cllr May

Hawkwell Village Hall – Cllr M Weir

Ashingdon & East Hawkwell Memorial Hall MC-

Public Transport Liaison Group – Cllr Mrs Weir

Robert Sudbury Charity – Cllrs Mrs Weir/Ms Rees-Jones

Information Reports -

Community Meetings – Cllr Strubel

19) **Payment of Accounts**

Clerk reports that the following accounts have been paid since the last meeting (September Payments attached) and seeks approval to pay any accounts due before the next meeting.

2nd October 2019
Clerk to the Council