

**You are hereby summoned to a meeting of
HAWKWELL PARISH COUNCIL
(by Zoom on-line platform)
to be held on
Thursday, 3rd December 2020
commencing at 3.30 pm**

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:**
 1. **Disclosable Pecuniary Interest;**
 2. **Other Pecuniary Interest; or**
 3. **Non-Pecuniary Interest****on any matter on the agenda for 3rd December 2020**

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 Participation Session: A maximum of 2 minutes per speaker will be permitted**
 - a) **Public Forum (Members of the Public to contact Clerk before 3pm the day prior to the meeting to request access to the on-line meeting)**
 - b) **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 16th September 2020 and to destroy the notes in respect of that meeting (For Decision)**
- 5) **Resignation of Angelina Rees-Jones (For Noting)**
- 6) **Elect a Vice-Chairman for the remainder of the 2020/21 civic year (For Decision)**
- 7) **Financial Report - November 2020 (For Information)**
- 8) **Action List Update – November 2020: Limited Updates due to the Coronavirus Pandemic (For Noting)**
- 9) **Budget setting for 2021/22 and recommendation that Hawkwell Parish Council adopt the Fiscal Policy when setting the budget for 2021/22**

10) Future Full Council Meeting Dates for 2020/21: Current Time Limited Coronavirus Regulations (till May 2021) attached – Way Forward (For Discussion/Decision)

11) Correspondence (For Noting)

12) Receive Committee/Working Party Reports since last meeting:

Social Media Working Group (For Information/Decision)

- a) Receive Minutes of the meeting held on Monday, 4th November 2019;
- b) Receive Minutes of the meeting held on Monday, 12th October 2020
- c) Receive Minutes of the meeting held on Thursday, 19th November 2020
 - i. Choice of photos for HPC Facebook page for consideration (attached)

Personnel Committee (For Information)

- a) Receive Minutes of the Personnel Committee meetings held on 5th October and 23rd November 2020;
- b) Ratify the annual staff pay increases for 2020/21

Parks Committee (For Noting)

Receive Minutes of the Parks Committee meeting held on 15th October 2020

Planning Committee (For Noting)

Receive Planning Responses to Rochford District Council/Minutes - September to November 2020.

General Purposes Committee (For Noting)

Receive Minutes of the General Purposes Committee meeting held on 26th November 2020

13) 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 S May

Ashingdon & East Hawkwell Memorial Hall MC- Cllr R Gardner

Public Transport Liaison Group – Cllr Mrs Weir

Robert Sudbury Charity – Cllrs Mrs Weir/

Information Reports -

Community Meetings – Cllr Strubel

14) Payment of Accounts

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

26th November 2020
Clerk to the Council