

**You are hereby summoned to a meeting of
HAWKWELL PARISH COUNCIL
(by Zoom on-line platform)
to be held on
Monday 8th March 2021
commencing at 7.30 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 8th March 2021**

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 working day prior to the meeting to request access to the on-line meeting)**
 - b) Receive 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 25th January 2021 and to destroy the notes in respect of that meeting (For Decision)**
- 5) Financial Report - February 2021 (For Information)**
- 6) Action List Update – March 2021: Limited Updates due to the Coronavirus Pandemic (For Noting)**
- 7) Local Council Risk System (LCRS) report for year 2020/21 (For Decision)**
- 8) Council's Governance: Committee Delegation – report attached (For Decision)**

- 9) **Items for consideration by Councillor Mrs E Gadsdon (For Discussion)**
a) **HPC domain email addresses for Parish Councillors;**
b) **Order of agenda item listed for discussion at meetings;**
c) **For review, a copy of the most recent Constitution and a copy of HPC's Standing Orders 'Scheme of Delegation' from the Constitution if this is a separate document. Copy of Constitution attached.**
- 10) **Correspondence (For Noting)**
- 11) **Receive Committee/Working Party Reports since last meeting:**

Planning Committee
Note Planning Responses to Rochford District Council - January to February 2021.
- 12) **Representative Reports**
Hockley & Hawkwell Old Peoples Welfare committee - Cllr Mrs Weir/Cllr Strubel
Rochford Old Peoples Welfare committee – Cllr Strubel/Cllr May
Rochford Hundred Ass. of Local Councils – Cllr May
Hawkwell Village Hall – Cllr May
Ashingdon & East Hawkwell Memorial Hall MC – Cllr Gardner
Public Transport Liaison Group – Cllr Mrs Weir
Robert Sudbury Charity – Cllrs Mrs Weir/
Information Reports -
Community Meetings – Cllr Strubel
- 13) **Payment of Accounts**
Clerk reports that the following accounts have been paid since the last meeting (January/February Payments attached) and seeks approval to pay any accounts due before the next meeting.

3rd March 2021
Clerk to the Council