

**Minutes of the Meeting of
HAWKWELL PARISH COUNCIL
held on Monday 17th January 2022 at 7:30pm
at the Hawkwell Village Hall (Annex), Main Road, Hawkwell SS5 4EH**

Councillors present: Chairman R Patient, Mrs L Dalby, R Gardner, S May & Mrs M Weir.

The Chairman gave thanks to the Clerk for arranging a new meeting venue at short notice due to unforeseen circumstances. The Chairman explained he was experiencing hearing difficulties and that would be further hindered by the masks Members were wearing; he informed those present he would try to rely on the Clerk to help him understand what had been said.

FC 22/92 To receive apologies for non-attendance at meeting:

Cllrs Mrs E Gadsdon, Mr T Manyika & M Strubel had given his apologies along with District Cllr P Shaw and Essex County Cllr (ECC) Mrs L Shaw.

A Member raised concerns about the lack of attendance of a Member and enquired if the intentions of that Member were known. The Clerk reported the Member had last attended in the Autumn. Members received the apologies tendered.

FC 22/93 Declarations of any:

a) Disclosable Pecuniary Interest;

b) Other Pecuniary Interest; or

c) Non-Pecuniary Interest on any matter on the agenda for 17th January 2022:

No interests were declared. The Chairman reminded Members about the requirement to notify the Clerk should there be a change in the Register of Members' Interests.

FC 22/94 Public Participation Session & Information Reports from District and County Cllrs for Hawkwell Parish:

a) Public forum: There was one member of the public present (P1). P1 gave his view it was refreshing to see the Parish Council meet in the parish and enquired if that would be the true course going forward. It was noted there has been no formal change for a meeting venue and that Council had changed its venue for the current meeting due to unforeseen circumstances. P1 formally requested that the meetings not continue to be held in Rochford and felt that Council had a low number of Members due to the fact they met outside of the parish which discouraged residents from attending meetings. A Member pointed out that East Hawkwell extended all the way to Ironwell Lane and the Freight House and Rochford Day Centre were in fact close to that area of Hawkwell where there was a higher number of residents than in West Hawkwell. The Chairman informed P1 their comments had been noted and the matter would be reviewed in due course. P1 also gave their view Council has not communicated with residents for years, noting specifically there had been no information on boundaries, planning, its statement of accounts and funds. P1 disputed having information online was sufficient and claimed three quarters of the Hawkwell parish were not able to go online. P1 demanded that Council move with the times. A Member pointed out

Council published a newsletter and this was sent to residents. P1 and the District Cllr present claimed not to receive the newsletter. It was suggested P1 contact the office with their address so the matter could be investigated. A Member asked if P1 would like to consider joining Council but claimed there was no point as they felt nothing was done at Council, noting that they had historically been a Member of Council and had fulfilled many things during their tenure. P1 enquired what Council had done in the last five-ten years; the Clerk reported that there had been many things including playground upgrades and infrastructure improvements and that there had been many successful ECC grants for works. P1 gave their view that all which had been done did not shine and gave examples of areas within local parishes which they felt were exemplary. P1 specifically felt Magnolia Park was a disgrace and that the park was inaccessible, and Council should feel ashamed of it.

The Chairman gave his apologies to P1 as he had been unable to hear most of the comments made due to poor hearing. It was noted the Clerk had made notes and would relay the information back to the Chairman.

b) Information reports from District & County Cllrs: Cllr Mrs J Gooding reported outstanding matters relating to overgrown vegetation and uneven footpaths had been resolved by ECC; Rochford District Council (RDC) had replaced their weed killers with environmental friendly products and were to plant trees in the district, including at Cherry Orchard which tied in with their aim to be reduce Carbon Dioxide emissions; litter picking initiatives continued with fly-tipping reported in Magnolia park; the telegraph pole along Rectory Road which was a problem for people with mobility issues was now due to be removed in February and the road would be closed accordingly; work was underway to make headbands for nurses; local businesses were receiving support. The Chairman felt there was no co-ordination when it came to roadworks and pothole repairs and relayed his personal experiences about poor traffic control around Golden Cross and asked that Cllr Mrs J Gooding speak to ECC.

Members noted the written report from ECC Cllr Mrs L Shaw which explained there would be another Locality Fund available in May and that all highway issues raised had been passed to the correct departments within ECC.

FC 22/95 To approve as a correct record the Minutes of the Hawkwell Parish Council meeting held on 1st November 2021 and to destroy the notes in respect of that meeting:

It was **resolved** that the minutes from the meeting held on 1st November 2021 were approved as a correct record and Members agreed to the destruction of the notes in respect of that meeting.

FC 22/96 Financial Report (December 2021):

The Clerk reported that at month nine overall expenditure was at 58%. Finance was 55% spent, General Purposes was 67% spent and Parks 60% spent. It was noted a further substantial expenditure was due over the coming month, but the Clerk predicted Council could be underspent by year end. There were no questions.

It was **resolved** that Members accepted the Financial Report.

FC 22/97 Action List Update (November 2021):

22/97.1

The Community Engagement Working Group (CEWG) would assist the Defibrillator Working group arrange a community training event for early 2022. The two defibrillators were due to be shipped. It was expected the device for the White Hart Service Station would be installed in the Spring.

- 22/97.2** The Queen's Platinum Jubilee Working Group (QPJWG) were to organise their first meeting and set their Terms of Reference (ToR).
- 22/97.3** The Community Engagement Working Group (CEWG) were to organise a meeting.
- 22/97.4** The Winter 2021 Newsletter had been agreed but many articles needed an author. It was noted without Members to write the articles, the publication would be delayed. The Clerk would send an email to Members requesting authors for the agreed articles.
- 22/97.5** The Clerk had corresponded with the Chair of the Ashingdon & East Hawkwell Memorial Hall (AEHM) by phone and email; Members noted the correspondence. Cllr Mrs M Weir had faced difficulties attending the AEHM's AGM due to misunderstandings in communications. Cllr Mrs M Weir had decided not to continue as Parish Council Trustee Representative. It was noted the hall no longer had caretakers and it was expected trustees carry out the duties and Cllr Mrs M Weir was unable to carry out such duties.
P1 left the meeting at 7:59pm
- 22/97.6** The external police surgery in Magnolia Park had been postponed until April 2022 as the Community Safety and Engagement Officer (CSEO) had experienced difficulty in liaising with the Rural Engagement Team.
- 22/97.7** The Finance Committee had referred this item to Full Council; additional Members were required to carry out the defibrillator checks. It was noted currently Cllr S May and R Gardner carried out the checks. Chairman R Patient informed Members he may be able to assist dependent on a health matter; Cllr R Gardner assured the Chairman all the defibrillators were accessible by wheelchair. Cllr Mrs M Weir offered to assist when the White Hart defibrillator was installed.
It was **resolved** that Members accepted the Action List update and agreed to the removal of closed items.
- FC 22/98** **2022-23 Precept:**
- a) Confirmation of tax base for 2022-23:** Members noted RDC had set the final tax base for Hawkwell for 2022-23 at 4783.9, an increase of 7.4 in Band D equivalents.
 - b) Recommendation from Finance Committee regarding setting the precept for 2022-23:** Members approved the Finance Committee's recommendation to set the precept to match the planned expenditure and that the average Band D figure would need to increase by £0.50 from £39.04 to £39.54 per annum, an increase of 1.3%.
 - c) Adoption of the Precept and approval to notify Rochford District Council (RDC):** It was resolved that Members approve an increase of 1.3% on the Band D equivalent of £39.54 giving a total Precept of £189,155.41 for the tax year 2022-23. Council also instructed the Clerk to advise RDC of the approved precept.
- FC 22/99** **Motion on Notice from Cllr Mrs L Dalby 'that Hawkwell Parish Council declare a Climate Emergency (CE) and establish a Climate Change Working Group (CCWG) with the aim to reduce Council's carbon footprint':**
Cllr Mrs L Dalby explained to Members that the UK Government had declared a CE in 2019 and many district, county and unitary Councils had since declared one. It was noted that a 'code red' had been declared for humanity. Cllr Mrs L Dalby gave her view that everyone should be giving the matter serious consideration and work towards carbon neutrality. It was noted some other local

Parish/Town Councils had recently declared a CE. A Member felt that the United Nations (UN) would eventually be likely to force Councils to act. It was noted that Members had already allocated monies in the budget to allow for professional guidance/advice relating to declaring at CE.

Members briefly discussed the need of establishing a working group if the motion be passed.

It was **resolved** unanimously that Hawkwell Parish Council declare a Climate Emergency and establish a Climate Change Working Group with the aim to reduce Council's carbon footprint.

FC 22/100 Subscription request: Essex Wildlife Trust £40:

Members **approved** an annual subscription to the Essex Wildlife Trust (£40).

FC 22/101 Consider donation to RSPB in memory of Council's former Groundsman Mr B Jay who passed away in December:

It was unanimously **resolved** that £50 be donated to the RSPB in memory of Council's former Groundsman.

FC 22/102 Correspondence:

22/102.1 Rochford Hundred Association of Local Councils (RHALC)

a) Minutes of the AGM held on 18th November: The information was noted.

b) Information on Community Safety: It was agreed the Clerk would make enquires with the RDC Officer about any information that could be shared relating to Anti-Social Behaviour (ASB) within Hawkwell.

22/102.2 Transport East – Notice of launch of public consultation: Members noted the information.

22/102.3 Larger Local Council Forum 2022: Any Members interested in joining were to let the Clerk know. The Clerk would circulate the agenda once received.

22/102.4 ECC – Information on four-year plan for libraries: The information was noted.

22/102.5 Contact information for Safeguarding matters: The information was noted.

22/102.6 ECC – Winter support for residents: The information was noted.

22/102.7 Essex Highways Passenger Transport – Slides from the meeting held on 17th November 2021: The information was noted.

22/102.8 The Old People's Welfare Committee for Rochford & District:

a) Minutes of the AGM held on 14th October 2021: The information was noted.

b) Minutes of the meeting held on 14th October 2021: The information was noted.

c) Minutes of the meeting held on 11th November 2021: The information was noted.

d) Minutes of the meeting held on 9th December 2021: The information was noted.

22/102.9 EALC – Notice of the Climate Crisis Conference: A Member enquired if there was any further information about the content of the course, noting their discontent with the current EALC Climate course. The Clerk would see if an agenda was available. Cllr R Gardner noted he had booked on to the course but was unable to attend due to a conflicting commitment.

22/102.10 SLCC – Civility and Respect Project update: Members noted the information.

FC 22/103 Representatives Reports:

Rochford Old Peoples Welfare Committee – No updates.

Rochford Hundred Association of Local Councils (RHALC) – The next meeting would be held on the 20th January 2022.

Hawkwell Village Hall – The last meeting had been postponed until February.

Ashingdon & East Hawkwell Memorial Hall (AEHMH) – Members were reminded there was now a vacancy for a Representative Trustee.

Public Transport Liaison Group – No meetings.

Robert Sudbury Trust – There had been no meetings.

Information Reports:

Community Meetings – There were no updates.

FC 22/104 Receive Committee/Working Party Reports since last meeting:

Planning Committee: It was **resolved** that Members accepted the Minutes of the Planning Committee meeting held on 1st and 25th November 2021 and 15th December 2021.

Parks Committee: It was **resolved** that Members accepted the Minutes of the Parks Committee meeting held on 8th November 2021.

General Purposes Committee: It was **resolved** that Members accepted the Minutes of the General Purposes Committee meeting held on 8th November 2021.

Finance Committee: It was **resolved** that Members accepted the Minutes of the Finance Committee meeting held on 6th December 2021.

FC 22/105 Payment of Accounts

There were no questions and it was **resolved** that the payment of accounts paid since the last meeting (November/December payments) were approved together with agreement to pay any accounts due before the next meeting.

FC 22/106 Summary of Decisions Taken:

- Members to consider a member of the public's comment about meeting venues.
- Clerk to email Members requesting authors for agreed Newsletter articles.
- Cllr Mrs M Weir to assist with defibrillator checks at White Hart Garage once installed; Cllr R Patient to also assist, dependent on health matters.
- Precept of £189,155.41 for 2022-23 agreed; Clerk to advise RDC.
- Declaration of a Climate Emergency; Climate Change Working Group to be established.
- Annual subscription to Essex Wildlife Trust (£40) approved.
- Donation of £50 be made to RSPB in memory of former groundsman.
- Clerk to make enquires with the RDC Officer about any information that could be shared relating to Anti-Social Behaviour (ASB) within Hawkwell.
- Clerk to circulate agenda for Larger Local Council Forum 2022 once in receipt.
- Clerk to contact EALC for agenda for Climate Conference.

The Chairman declared the meeting closed at 8:28pm.

Chairman