

**Minutes of the Meeting of
HAWKWELL PARISH COUNCIL**
held on Monday 7th March 2022 at 7:30pm
at the Rochford Day Centre, 33a Back Lane, Rochford

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

The Chairman and Vice Chairman were both absent. Cllr S May was elected Chair of the meeting for the evening following nomination and a majority vote.

FC 22/107 To receive apologies for non-attendance at meeting:

Cllrs Mrs E Gadsdon, M Strubel & R Patient had given apologies.
Members received the apologies tendered.

FC 22/108 Declarations of any:

- a) Disclosable Pecuniary Interest;**
 - b) Other Pecuniary Interest; or**
 - c) Non-Pecuniary Interest on any matter on the agenda for 7th March 2022:**
- No interests were declared.

FC 22/109 Public Participation Session & Information Reports from District and County Cllrs for Hawkwell Parish:

a) Public forum:

b) Information reports from District & County Cllrs: Essex County Councillor (ECC) Mrs L Shaw gave apologies for non-attendance for Hawkwell District Cllr P Shaw and other District Cllrs and reported on the current funding she had available via ECC. It was noted the 2021-22 ECC Locality fund had now been spent. The new Locality £10k fund for 2022-23 would see £5k allocated for 'levelling up' in the community. ECC's budget had allocated £2m to Highways with ECC Cllrs reportedly being allocated around £27k each; more information would be provided in due course. Funds for keep fit/sports had not been spent due to Covid but there were things in the pipeline. The foodbanks had also been busy but were coping. There had been many enquiries about help for Ukraine, but ECC Cllr Mrs L Shaw did not want a knee-jerk reaction and thought it was important to find out exactly what was needed and how help could be given. Members were also informed that the Bloor Homes Appeal decision was likely to be out by 11th March 2022 and the information could be obtained from the appropriate Government website. A damaged road sign by the post box by Golden Cross had also been removed.

District Cllr Mrs J Gooding reported: the car park at the end of Park Gardens would be resurfaced and there would be a new skate park at Clements Hall which had been designed by a local youth group; a series of trees would be planted along the hedgerow at Park Gardens and on Hawkwell Common; a lamppost along Windsor Gardens had been made safe and the matter regarding the telegraph pole along Rectory Road was still being pursued; bollards which had been damaged along Rectory road had been addressed; the alleyway down Devon Gardens was temporarily closed to the public due to dangerous trees; lights along Rectory Road which had been out for a year had been fixed by UK Power Networks and litter picks continued.

A Member enquired how many trees had been lost across Essex following the storms; Cllr Mrs L Shaw reported around 1,000 had been lost across the whole of Essex.

A Member enquired about the crisp packet recycling initiative and queried why RDC had announced it so late and then declared it would end so soon after the launch announcement. District Cllr Mrs J Gooding was unsure of the reasons why and noted waste contracts were carried out by staff. It was noted the scheme would end in Easter and was still running. It was suggested the Member email Cllr Mrs E Shaw using her ECC email address so more information could be obtained. A Member enquired about double yellow lines being needed at the junction of Rectory Avenue and Rectory Road noting it was dangerous when cars parked there. ECC Cllr Mrs L Shaw advised that the necessary forms be filled in and she would aim to take the matter forward. It was noted a resident had to raise the matter and that a similar matter was ongoing for Eastbury Avenue. Another Member noted the same issues for Hawkwell Park Drive/Park Gardens. It was noted there had been a planning application passed on that junction for three houses and ECC Cllr Mrs L Shaw believed conditions had been imposed for that application when it came to parking matters.

The Chairman thanked both Cllrs before they left the Chambers at 7:50pm.

FC 22/110 To approve as a correct record the Minutes of the Hawkwell Parish Council meeting held on 17th January 2022 and to destroy the notes in respect of that meeting:

It was **resolved** that the minutes from the meeting held on 17th January 2022 were approved as a correct record and Members agreed to the destruction of the notes in respect of that meeting.

FC 22/111 Financial Report (February 2022):

The Clerk reported that at month eleven expenditure was at 71.4% overall against an expected 91%. The Committee's expenditure was as follows: Finance 65%; GP 73% and Parks 82%. It was noted March was always a high expenditure month and the Clerk expected expenditure by year end may reach 90%. It was further noted the salary awards had finally been agreed at 1.75% and the Clerk was in the process of working out the back payments.

There were no questions, and it was **resolved** that Members accepted the Financial Report.

FC 22/112 Action List Update (March 2022):

- 22/112.1** The Community Engagement Working Group (CEWG) would organise two training/publicity events for the Defibrillator Working group in Spring 2022. The new defibrillator had been installed at Clements Hall Leisure Centre. It was expected the device for the White Hart Service Station would be installed in the Spring. The Clerk had received availability dates from Hawkwell Baptist Church and Clements Hall which had been passed to Members; Members were to decide on the most appropriate dates.
- 22/112.2** The Queen's Platinum Jubilee Working Group (QPJWG) had been referred to the General Purposes Committee.
- 22/112.3** The Winter 2021 Newsletter had been renamed to the Spring 2022 Newsletter as it had been delayed. It was due to be circulated to residents on the week commencing 14th March 2022. A Member suggested an alternative print company should they be needed.

- 22/112.4** There no further updates regarding the matters with Ashingdon & East Hawkwell Memorial Hall (AEHM). Members agreed to close the item.
- 22/112.5** There were no further updates regarding the police surgery in Magnolia Park.
- 22/112.6** Cllr Mrs M Weir had offered to assist with the defibrillator checks. Cllr R Patient had also offered to assist, dependent on health matters. Once the White Hart defibrillator was up and running Cllrs S May and R Gardner would assist Cllr Mrs M Weir by showing her how to carry out the necessary checks.
- 22/112.7** The Climate Change Working Group (CCWG) had held their first meeting on the 7th February. Members were referred to Agenda item 10 (Minute FC 22/116).
- 22/112.8** The Clerk had made enquires with RDC regarding information that could be shared about Anti-Social Behaviour (ASB) in the parish. Members noted the information received from the Community Safety Officer at RDC and there was no clear data just for Hawkwell. Members agreed to close the item.
It was **resolved** that Members accepted the Action List update and agreed to the removal of closed items.
- FC 22/113 Local Council Risk System (LCRS) – Report for year 2021-22**
It was **resolved** that Members approve the LCRS report for 2021-22.
- FC 22/114 Correspondence:**
- 22/114.1 Rochford Hundred Association of Local Councils (RHALC) - Minutes of the meeting held on the 20th January 2022:** The information was noted.
- 22/114.2 RDC – Information on the next Flood Forum meeting:** The information was noted. The Clerk pointed out the meeting was to be held remotely.
- 22/114.3 Rochford District Neighbourhood Watch Newsletter:** The information was noted.
- 22/114.4 RDC – Information on ordinary watercourse maintenance:** The information was noted.
- 22/114.5 Essex Highways new Local Highways Panel (LHP) Guide:** The information was noted.
- 22/114.6 Notification of charity name change:** Members noted the new name was the Hockley & Hawkwell Day Centre.
- 22/114.7 The Old People’s Welfare Committee for Rochford & District - Minutes of meeting held on 10th February 2022:** The information was noted.
- 22/114.8 Essex Highways Bus Network Review Public Survey:** The information was noted. Cllr Mrs M Weir informed Members she was unable to carry out the survey and meetings as they were on the internet and requested another Member assist.
- FC 22/115 Representatives Reports:**
- Rochford Old Peoples Welfare Committee** – Members were referred to the Minutes (Minute FC 22/114.8). Cllr S May relayed his apologies as he had been unable to attend.
- Rochford Hundred Association of Local Councils (RHALC)** – Members were referred to the Minutes (FC 22/114.1). Cllr S May relayed his apologies as he had been unable to attend. A Member commented on the lack of involvement of some Parish Councils with regards to holding a Queen’s Jubilee Platinum event and felt the Clerk/office were responsible; the Clerk pointed out that it was for Members and Committees to organise such events.
- Hawkwell Village Hall** – It was noted the AGM would be held on the 7th April 2022.

Ashingdon & East Hawkwell Memorial Hall (AEHMH) – There were no updates.

Public Transport Liaison Group – No meetings.

Robert Sudbury Trust – There had been no meetings.

Information Reports:

Community Meetings – There were no updates.

FC 22/116 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 17th January 2022 and 14th February 2022.

Parks Committee: It was **resolved** that Members accepted the Minutes of the Parks Committee meeting held on 14th February 2022.

General Purposes Committee: It was **resolved** that Members accepted the Minutes of the General Purposes Committee meeting held on 14th February 2022.

Personnel Committee: It was **resolved** that Members accepted the Minutes of the Finance Committee meeting held on the 14th February 2022.

Climate Change Working Group (CCWG): It was **resolved** that Members accepted the notes and approved the Terms of Reference (ToR) contained within of the CEWG meeting held on 7th February 2022.

FC 22/117 Payment of Accounts

A Member enquired who Satswana were, and the Clerk informed them they were a company used for GDPR (General Data Protection Regulation) and Data Protection services. The cost for the height barrier was noted and the Clerk reminded Members that would be offset against the monies received via the insurance claim. The Clerk informed Members the plaque for the Queens Platinum Jubilee had now been received.

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

FC 22/118 Summary of Decisions Taken:

- Forms to be initiated for Rectory Road/Rectory Avenue and Hawkwell Park Drive/Park Gardens for installing yellow lines at the junction and to pass to ECC Cllr Mrs L Shaw.
- Members of the CEWG to decide on most appropriate dates for the Defibrillator Community Event at the Hawkwell Baptist Church and Clements Hall.
- LCRS report for 2021-22 approved.

The Chairman declared the meeting closed at 8:11pm.

Chairman