

**Minutes of the Meeting of
HAWKWELL PARISH COUNCIL
held on Monday 25th July 2022 at 7:30pm
in the Rochford Day Centre, 33a Back Lane, Rochford**

Councillors present: Chairman M Strubel, Mrs T Carter, Mrs L Dalby, R Gardner, A MacPherson, Mrs L Massey, S May, Mrs J Strubel, Mrs A Styles & M Vallance.

Also present: Essex County (ECC) Cllr Mrs Laureen Shaw.

FC 22/41 To receive apologies for non-attendance at meeting:

Cllrs R Patient and Mrs M Weir had given apologies along with District Cllrs Mrs J Gooding and D Squires-Coleman.
Members received the apologies tendered.

FC 22/42 Declarations of any:

a) Disclosable Pecuniary Interest;

b) Other Pecuniary Interest; or

c) Non-Pecuniary Interest on any matter on the agenda for 25th July 2022:

Cllr R Gardner declared a non-pecuniary interest (c) for Agenda item 8, Minute FC 22/48 by virtue of being a member of the United Nations Association of Climate and Oceans (Representative for Chelmsford City and Rochford District).

FC 22/43 Public Forum & Information Reports from District Cllrs for Hawkwell Parish:

a) Public Forum: No members of the public were present.

b) Information Reports from District and County Councillors:

ECC Cllr Mrs L Shaw advised that the meeting date with Cllr Scott (ECC Cabinet Member for Highways) was set for 24th August at 6.30pm to 8.00pm in Canewdon Village Hall. She emphasised this meeting was for Parish Councillors and Clerks only. She gave an update about the pothole initiative and that the number required to be reported (18) would not be met in time for the August deadline; the next deadline was in mid-November and Members were urged to report any potholes to her before then. The Locality Fund deadline would be in December with the minimum spend being £300 and the maximum being £5k. County Cllrs for each area in the District also had a further 'Levelling Up' fund of £5k, which could be amalgamated across the five areas. The deadline for applications would be December and Cllr Mrs L Shaw indicated it was proving difficult to find suitable schemes.

District Cllr Mrs T Carter reported it was 'World Drowning Awareness Day' and enquired if some relevant information could be posted on Council's Facebook page; it was noted Council had a pond in one of its parks. It was **agreed** the relevant information be forwarded to the office.

FC 22/44 To approve as a correct record the Minutes of the Hawkwell Parish Council meeting held on 13th June 2022 and to destroy the notes in respect of the meeting:

It was **resolved** that the minutes of the Hawkwell Parish Council meeting held on 13th June 2022 were approved as a correct record and Members agreed to the destruction of the notes in respect of that meeting.

FC 22/45 Financial Report (June 2022):

The Clerk reported that at Quarter 1 (Q1) expenditure was slightly lower than expected for Q1, at 20%. A Member asked a question about the expenditure for the 'churchyard' which the Clerk answered. There were no further questions and it was **resolved** that Members accepted the Financial Report.

FC 22/46 Resignation of Cllr Mrs E Gadsdon:

Members noted the resignation and it was **resolved** a letter be sent to Mrs Gadsdon thanking her for her service.

FC 22/47 Criminal Damage/ASB Log – offensive graffiti on signs in Magnolia Nature Reserve and other areas

a) Email stream with PC Tony Thomas regarding the offensive graffiti:

Members discussed the matter and different opinions were expressed from involving the press (Echo and/or TV) in order to gain publicity about the graffiti, to continuing to clear up the graffiti as much as possible and avoid giving the perpetrators public 'infamy'. The possibility of starting a campaign involving the police and press was also mentioned. The Clerk advised Members to take up the suggestion of a meeting with the Police to gain insight into what steps would be advisable for Council to take. Chairman M Strubel moved that Council put out a Press Release to the Echo about the graffiti and this was seconded by Cllr Mrs J Strubel. The motion fell after a show of hands.

It was **resolved** the Clerk arrange a meeting between Members and PC Thomas in the office as a matter of priority.

b) Pictures of some of the graffiti (Member to be aware of the offensive content):

Members noted the pictures.

FC 22/48 Climate Change Working Group (CCWG):

a) Notes of the meeting held on the 17th June 2022:

Members received the Notes of the meeting held on 17th June 2022.

b) Quote received from 3 Acorns for Eco Audit:

The Clerk explained it had been difficult to obtain quotes with one quote being tabled for consideration. A Member asked if it was a legal requirement for Council to undertake an Eco Audit. The Clerk reminded Members that Council had declared a Climate Emergency in January 2022 and that the audit would be a logical first step in ascertaining what could be done to reduce its carbon footprint and that a budget had been agreed for the Audit. Cllr M Vallance proposed the quote from 3 Acorns be accepted, this was seconded by Cllr R Gardner and carried by a show of hands. It was **resolved** the Clerk liaise with the company to commence the Eco Audit.

c) Consideration for an Eco Fair for next year:

Cllr Mrs L Dalby advised that Trust Links Charity could assist with putting on such an event as they already held Eco Days and Council tap into their contacts. A Member enquired what such a fair would include, Cllr Mrs L Dalby thought it could include sustainable stalls, wellness providers and workshops (eg. yoga), nature walks and wildlife organisations, as well as fitness related stalls/workshops. The Chairman had concerns about the use of Magnolia Park and the associated services required when holding such an event, and in particular the cost to Council. Cllr Mrs L Dalby advised it was likely that funds from Trust Links and other Eco funds might be available, if required. The Clerk reminded Members that the item was for agreement in principle at this stage and that it would need to be referred to the Community Engagement

Working Group (CEWG) for proposals and costings. A Member thought that the community would be pleased that Council put on events and enquired about the type of events Council had put on historically. Cllr M Vallance proposed that the matter was referred to the CEWG for further consideration, this was seconded by Cllr R Gardner and **agreed** by a show of hands. Cllr Mrs L Dalby enquired if it was possible to invite someone from Trust Links to attend a working group meeting and the Clerk advised it was possible to invite an external person to attend a working group meeting, if Members of the working group agreed.

FC 22/49 Action List Update (July 2022):

- 22/49.1** The defibrillator publicity event had been held at the Hawkwell Baptist Church on Thursday 23rd June at 7pm with approximately 25 attendees. Positive feedback had been received and the trainer had been pleased with the level of interaction. Members discussed holding another 'awareness' event and asked the Clerk to enquire about availability at the Baptist Church on Saturday mornings. A Member thought that using a local U3A group to host a session might be considered as a further option.
 - 22/49.2** A meeting of the Climate Change Working Group (CCWG) was held on 17th June 2022. Members were referred to agenda item 8. (Minute FC 22/48a)
 - 22/49.3** The Clerk suggested this item be removed as there was no update. This was agreed.
 - 22/49.4** Members were referred to Agenda item 10 (Minute FC 22/50).
 - 22/49.5** The Clerk had referred Members to ECC Cllr Mrs L Shaw's earlier update and the correspondence at Agenda item 13. (Minute FC 22/55.4b).
 - 22/49.6** The Chairman would drop off the crime stats information into the office the following day.
 - 22/49.7** No update at present.
- It was **resolved** that Members accepted the Action List update and agreed to the removal of closed items.

FC 22/50 Private Security service proposal:

Members discussed the difficulties experienced in attempting to recruit a Community Special Officer for the parish and the on-going examples of ASB and criminal damage around the parish and in Council's parks. A Member asked if CCTV might be used as a measure to deter this type of behaviour and Members discussed the pros and cons of having CCTV in its parks. Members thought it worth discussing the offensive graffiti with the police at the proposed meeting. Members were reminded that the agenda item was to discuss the use of private security. A Member thought that a cost analysis comparing the financial loss incurred by Council for ASB/criminal damage against the cost of using private security had been previously tabled. The Clerk explained that separate reports had been issued, but the purpose was not to directly compare or offset the cost of private security against incidences of ASB/criminal damage. Use of private security would be largely to act as a deterrent and give residents an element of security and peace of mind. A Member enquired about the number and pattern of patrols and the Clerk explained that patrols would be at random times during the day and night. The Clerk advised that money had been budgeted for private security in the current year's budget, as well as in Ear-Marked Reserves. Members noted that residents had recently been consulted about whether they supported further engagement with a private security company, with a high percentage of responses being in favour. The Chairman proposed the engagement of the private security company (S-Type Security), this was seconded by Cllr R Gardner and agreed by a show of hands with all Members in agreement. Members further discussed and agreed the number of patrols per week. It was **resolved** to engage private security on an annual contract and monitor success of the initiative after a year.

FC 22/51 Re-opening of the Freight House and Hawkwell Parish Council meetings – verbal update by Clerk:

The Clerk informed Members that an Officer from Rochford District Council had confirmed there would continue to be no charge to Council when it returned to holding meetings at the Freight House. The Clerk expected to hear the date Council would be able to return there during the Summer and would update Members accordingly.

FC 22/52 Ratification of Co-option of new Members;

a) Committees/Working Groups Summary table 2022-23: This information was noted.

b) New Members to confirm which Committees/Working Groups they wish to join:

The Clerk asked the new Members to inform her over the summer which Committees/Working Groups they wished to join.

FC 22/53 Correspondence:

22/53.1 The Old People's Welfare Committee for Rochford & District- Minutes of the meeting held on the 9th June 2022: Members noted the information.

22/53.2 Information regarding depreciation following question about annual accounts: The information was noted.

22/53.3 Email regarding bus service changes for Hawkwell: The information was noted.

22/53.4 Correspondence from ECC Cllr Mrs L Shaw

a) Issues raised at Clements Gate, Beehive Lane: The information was noted.

b) Update on proposed date for meeting with ECC Cllr Scott: The Clerk urged Members to try to attend the meeting on 24th August at Canewdon Village Hall.

22/53.5 Essex Association of Local Councils (EALC) – Notice of AGM: The information was noted.

22/53.6 Rochford District Council (RDC) – Local Government Association Model Councillor Code of Conduct: The information was noted. The Clerk advised this would need to be a future agenda item as Council had always adopted the same Code of Conduct as the District Council.

22/53.7 Hawkwell Village Hall Management Committee (HVH) – Minutes of the meeting held on the 9th June 2022: Members noted the information.

FC 22/54 Representatives Reports:

Rochford Old Peoples Welfare Committee – Cllr S May reported the Day Centre was currently closed for two weeks.

Rochford Hundred Association of Local Councils (RHALC) – Cllrs S May and M Vallance had attended the recent meeting. The AGM would be held in October.

Ashingdon & East Hawkwell Memorial Hall – No representatives.

Hawkwell Village Hall (HVH) – The next meeting would be held in September.

Public Transport Liaison Group – There had been no meetings.

Robert Sudbury Trust – There had been no meetings.

Information Reports:

Community Meetings – There had been no meetings.

FC 22/55 Receive Committee/Working Party Reports since last meeting:

Planning Committee:

It was **resolved** that Members accepted the Planning Committee minutes of the meeting held on the 13th June 2022.

FC 22/56 Subscription RCCE - £115.50 (For Decision):
It was **resolved** to renew the subscription for RCCE at £115.50.

FC 22/57 Payment of Accounts:
A Member asked if the Zoom subscription was still required. The Clerk explained it would be useful to keep it going in case there would be a future need to host meetings on-line. Members noted that presently only working group meetings could be held remotely and agreed to keep the subscription. There were no further questions and it was **resolved** that the payment of accounts paid since the last meeting (June payments) were approved, together with agreement to pay any accounts due before the next meeting.

FC 22/58 Summary of Decisions Taken:

- Members to report pot holes to ECC Cllr Mrs L Shaw before deadline (November 2022).
- Cllr Mrs T Carter to forward Drowning Awareness information to office.
- Clerk to send a letter of thanks to Mrs E Gadsdon following her resignation.
- Clerk to contact PC Thomas to set up a meeting with Members following instances of offensive graffiti.
- Members agreed quote to undertake an Eco Audit; Clerk to inform the company and progress the Audit.
- Members agreed to an Eco Fair in principle; to be taken forward by the CEWG to undertake further research and costings and report back to General Purposes Committee.
- Clerk to make enquiries with the Baptist Church about a second 'defibrillator awareness' event, possibly on a Saturday morning.
- Await contact from Rochford District Council in regard to when Council can return to holding meetings at the Freight House.
- Clerk to contact security company following decision to engage them on an annual contract.
- New Members to inform office which Committees/Working Groups they wish to join.
- Members to diarise the meeting held by ECC Highways on 24th August at Canewdon Village Hall (6.30 – 8.00pm).
- Subscription renewal for RCCE agreed.

The Chairman declared the meeting closed at 8:45 pm.

Chairman