

**Minutes of the Meeting of
HAWKWELL PARISH COUNCIL
held on Monday 16th January 2023 at 7:30pm
in the Committee Room, Freight House, Bradley Way, Rochford**

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

FC 23/93 To receive apologies for non-attendance at meeting:

Members received apologies from Cllr Mrs T Carter, along with District Cllr Mrs J Gooding and Essex County Councillor (ECC) Cllr Mrs L Shaw.

FC 23/94 Declarations of any:

a) Disclosable Pecuniary Interest;

b) Other Pecuniary Interest; or

c) Non-Pecuniary Interest on any matter on the agenda for 16th January 2023:

No declarations were made.

FC 23/95 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 had emailed the office to update Members; the pothole reporting scheme had been extended to 15th January 2023. The Locality Fund still had funds available and welcomed any funding suggestions. The Clerk reminded Members Council had secured funds for the recent defibrillator using that fund. There were many ECC street lighting faults which required fixing. ECC Cllr Mrs L Shaw requested that any highway issues be emailed to her ECC email address, not her District Cllr email address.

FC 23/96 To approve as a correct record the Minutes of the Hawkwell Parish Council meeting held on 7th November 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 7th November 2022 were approved as a correct record and Members agreed to the destruction of the notes in respect of that meeting.

FC 23/97 Financial Report (December 2022):

The Clerk reported that at month nine expenditure was on target with 75% spent overall. The Finance budget was 73% spent and on track; General Purposes was underspent at 28% and the Parks budget was overspent at 106% spent. It was noted this overspend was due to the capital expenditure incurred and that some funds would come out of General Reserves at year-end which meant the committee budget was not actually overspent.

A Member asked when the next newsletter would be; it was expected one would be published after the elections and the Clerk reminded Members there were two newsletters a year.

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

FC 23/98 Action List Update (January 2023):

- 23/98.1** The Eco-Audit had been carried out and Members were in receipt of the report; they were referred to Agenda item 9 (Minute FC 23/101).
- 23/98.2** Members were referred to Agenda item 10. (Minute FC 23/102).
- 23/98.3** Council had agreed to take the Civility and Respect Pledge. The Clerk was to draft a Dignity and Civility Policy for the Policy Committee to review.
- 23/98.4** The first meeting of the Allotment Working Group (AWG) was due to be arranged.
- 23/98.5** The winter newsletter had been issued at the beginning of December.
- 23/98.6** Members interested in training were to let the Clerk know. Members were referred to Agenda item 11. (Minute FC 23/97.7.a)
- It was **resolved** that Members accepted the Action List update and agreed to the removal of closed items.

FC 23/99 2023-24 Precept:

- a) Confirmation of tax base for 2023-24:** Members noted that RDC had set the final tax base for Hawkwell for 2023-24 at 4764.9, a decrease of 19 in Band D equivalents.
- b) Recommendation from Finance Committee regarding setting the Precept for 2023/24:** It was **resolved** that Members accept the Finance Committee's recommendation to leave the Band D figure unchanged from 2022-23, at £39.54. Using the final tax base figures from RDC this would result in a Precept of £188,404.15, yielding a shortfall of income over planned expenditure of £620.85 which could be sourced from the General Reserves, if required.
- c) Adoption of the Precept and approval to notify Rochford District Council (RDC):** It was **resolved** that Members approve a Precept of £188,404.15 and leaves the average Band D figure at £39.54 for the tax year 2023-24. Council also instructed the Clerk to advise RDC of the approved Precept.
A Member enquired about a grant from RDC and the Clerk explained Council no longer received grants from District Council.

FC 23/100 Ratification of co-option of new Member:

Members welcomed Cllr T Hargrave as a new Member.

FC 23/101 Eco-Audit Report – Suggest referring to Climate Change Working Group (CCWG):

A Member noted that Council's street lighting provider, SSE was now a green company and they had sold their domestic business to go on pure generation. The Clerk explained that turning off the parish streetlights overnight would incur significant cost as specialised equipment would need to be installed on every column. However, it was noted Council had already saved considerable money from changing the lamp heads to LEDs. The Clerk recommended the report be referred to the CCWG so they could set out action plans and suitable timetables. It was further noted it was recommended a 'Champion' be appointed to oversee matters. Cllr Mrs L Dalby informed Members she would be calling a CCWG meeting and would focus on the Eco-Audit report along with the Eco-Fair. Members **approved** the recommendation to refer the Eco-Audit report to the CCWG.

FC 23/102 Private Security Patrols – December 2022:

A Member reported a member of the public had called them to let them know there had been some damage in Magnolia Park caused by quad bikes over the Christmas period. Members discussed the access points where quad bikes could gain entry to the park and Nature Reserve. It was noted recent fencing had been erected to deter access at one point along the bridlepath where the quad bikes had gained entry and the drivers had pulled out a metal loop pole to enter the Nature Reserve. The addition of signs was

discussed but it was agreed signs would not act as a suitable deterrent but would be more of an encouragement for offenders. It was noted motor bikes were gaining access via Hogarth Way and a Member suggested this matter be looked at. The Chairman noted there had not been many incidents during December which was positive for the parish.

FC 23/103 Correspondence:

23/103.1 The Old People's Welfare for Rochford and District Committee:

- a) **Minutes of the meeting held on 13th October 2022:** The information was noted.
- b) **Minutes of the meeting held on 10th November 2022:** The information was noted.
- c) **Minutes of the meeting held on 8th December 2022:** The information was noted.

23/103.2 Hawkwell Village Hall – Minutes of the meeting of the Finance and General Purposes Committee held on the 17th October 2022: The information was noted.

23/103.3 Rochford Hundred Association of Local Councils (RHALC)- Minutes of the meeting held on 20th October 2022: It was noted the AGM would be held on Thursday 19th January 2023.

23/103.4 Southend Area Bus User Group (SABUG) – ECC contact details: It was noted meetings were due to start again

23/103.5 Police Fire and Crime Commissioner for Essex (PFCC) – response regarding police recruitment in district: The Clerk explained she had submitted a question on behalf of Members regarding the number of police constable recruits for Rochford. The response had generalised the recruitment figures and had not revealed the number of recruits for the Rochford District. The Clerk also noted the audio recording of the last meeting was extremely poor, with almost all if it unable to be heard. A Member had attended the meeting of the PFCC and had felt it lacked public involvement and was dominated by District Council officials. They had also noted the number of resignations of police staff was not disclosed.

23/103.6 The Community Heartbeat Trust (CHBT) – Defibrillator activation process: The information was noted.

23/103.7 Essex Association of Local Councils (EALC):

- a) **Training Calendar 2023:** Members were asked to review the calendar and let the Clerk know if they would like to attend any of the courses. The Clerk also informed Members EALC had recently made their Election Online Briefing Courses available; those interested in attending were to let the Clerk know.
- b) **Legal Bulletin December 2023:** The information was noted.

23/103.8 Rochford District Council (RDC):

- a) **Invitation to Council Civic Dinner on 10th March 2023:** The Chairman was to let the Clerk know he and his wife would be attending the dinner.
- b) **Holocaust Memorial Day Trust Memorial 27th January 2023:** The information was noted
- c) **Notice of secured funding for improvements of highway network:** The Clerk pointed out there were a several works expected within the Hawkwell parish and highlighted there would be a potential 'no through route' by the vehicle pinch point along Thorpe Road. She had been in communication with District Cllr D Sperring and would be invited to the site visits accordingly.

23/103.9 Essex & Herts Air Ambulance – donation thank you letter: The information was noted.

23/103.10 Email from District Cllr Mrs L Shaw – notice of roadworks for Ashingdon Road: The information was noted.

FC 23/104 Representatives Reports:

Rochford Old Peoples Welfare Committee – The minutes were noted at Agenda item 11 (Minute FC 23/103a-c). It was noted the Day Centre was currently closed until Tuesday 24th January while it was being decorated.

Rochford Hundred Association of Local Councils (RHALC) – The minutes were noted at Agenda item 11 (Minute FC 23/103.3). The AGM would be held on Thursday 19th January 2023.

Ashingdon & East Hawkwell Memorial Hall – No representatives.

Hawkwell Village Hall (HVH) – No meetings.

Public Transport Liaison Group – No updates.

Robert Sudbury Trust – No updates.

Information Reports:

Community Meetings – No updates.

FC 23/105 Receive Committee/Working Party Reports since last meeting:

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

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

Finance Committee: It was resolved that Members accepted the Finance Committee minutes of the meeting held on 5th December 2022.

Planning Committee: It was **resolved** that Members accepted the Planning Committee minutes of the meeting held on the 14th November 2022 and 5th December 2022.

Personnel Committee: It was **resolved** that Members accepted the Personnel Committee minutes of the meeting held on 14th November 2022.

FC 23/106 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 23/107 Summary of Decisions Taken:

- Precept of £188,404.15 approved. Shortfall to be funded by General Reserves if required; Clerk to notify RDC.
- The Eco-Audit report referred to the CCWG for review; CCWG also to work on arranging Eco-fair
- Members interested in EALC training to let Clerk know.

The Chairman declared the meeting closed at 8:04pm.

Chairman