

**Minutes of the Meeting of
HAWKWELL PARISH COUNCIL
held on Monday 3rd April 2023 at 7:30pm
at the Rochford Day Centre, 33a Back Lane, 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.

The Chairman requested that Members set their mobile phones to silent, where possible.

FC 23/123 To receive apologies for non-attendance at meeting:

Members received apologies from Cllr Mrs T Carter and Essex County Councillor (ECC) Cllr Mrs L Shaw.

FC 23/124 Declarations of any:

a) Disclosable Pecuniary Interest;

b) Other Pecuniary Interest; or

c) Non-Pecuniary Interest on any matter on the agenda for 3rd April 2023:

No declarations were made.

FC 23/125 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: No District Cllrs were present.

FC 23/126 To approve as a correct record the Minutes of the Hawkwell Parish Council meeting held on 6th March 2023 and to destroy the notes in respect of the meeting:

It was **resolved** that the minutes of the Hawkwell Parish Council meeting held on 6th March 2023 were approved as a correct record and Members agreed to the destruction of the notes in respect of that meeting.

FC 23/127 Financial Report (March 2023):

The Clerk reported that at month twelve the report showed a 96% spend, but pointed out that was not the final figure; the Accountant would be carrying out the accounts closedown in the next few weeks and therefore figures would change accordingly. The Clerk felt Council was on-budget and reported that Finance was on-track, General Purposes was 53% spent and that Parks was overspent, but noted the capital purchase items which could be sourced from the General Reserves, if required. The Clerk estimated Council would be approximately 98% spent.

A Member enquired if there was a cheaper bin emptying provider Council could use. The Clerk pointed out that not many companies carried out the service and costs had increased due to the hike in fuel costs and waste licences. The Clerk felt that there would not be any companies cheaper than the one being used.

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

FC 23/128 Action List Update (April 2023):

- 23/128.1** The Climate Change Working Group (CCWG) would be meeting again in May 2023. Members were referred to Agenda item 12 (Minute FC 23/134).
- 23/128.2** Members interested in training were to let the Clerk know.
- 23/128.3** Members were referred to Agenda item 9 (Minute FC 23/131).
- 23/128.4** Members were to liaise about organising a litter pick within the Keep Britain Tidy Campaign.
- 23/128.5** The Clerk had sent out further information about the Rochford District Council UK Shared Prosperity Fund (RDCUKSPF). Cllr M Vallance had requested to represent Council at further meetings. Members were also referred to Agenda item 10. (Minute FC 23/132.7) It was **resolved** that Members accepted the Action List update and agreed to the removal of closed items.

FC 23/129 Consider adopting a new Model Code of Conduct based on that adopted by Rochford District Council (RDC) in August 2022:

- a) Report from the RDC Standards Committee July 2022 – RDC to adopt the new Local Government Association (LGA) Model Code of Conduct:**
Members noted the information.
- b) Copy of the New Code recommended for adoption:**
It was **resolved** that Members adopt the new Model Code of Conduct
- c) Copy of the revised Register of Members' Interests form. Recommended for adoption and to come into effect at the Annual Meeting of Hawkwell Parish Council:** It was **resolved** that the revised register be adopted and come into effect at the Annual Meeting in May.

FC 23/130 Private Security Patrols – March 2023:

The latest report was not available for the meeting.

FC 23/131 20s Plenty Campaign: referred from the March Full Council meeting:

Members had a brief discussion about speeding within the parish.
It was **resolved** that Members would not support the 20s Plenty Campaign for Hawkwell.

FC 23/132 Correspondence:

23/132.1 Essex Association of Local Councils (EALC):

- a) Save the Date – notification of EALC's AGM to be held on 21st September 2023:**
The information was noted.
- b) Information on further Nimble online courses available:** Members interested in any of the courses were to let Clerk know.
- c) Community Specials Workshop:** The Clerk referred Members to their papers. Those interested in attending were to let the Clerk know.

23/132.2 Minutes of the Old People's Welfare Committee for Rochford and District held on 9th March 2023: The minutes were noted.

23/132.3 Community Payback – request for partnership working: Members discussed past projects where the Community Payback team had been involved. The Clerk suggested the team could be used for some clearance work along an unadopted alleyway within the parish. The area was often overgrown and posed a danger due to visibility and access problems caused by the overgrowth. The Clerk also suggested some work may need to be carried out on the brook in Spencers. It was agreed the Clerk contact the Community Payback team to propose the suggestions mentioned.

23/132.4 Neighbourhood Watch – Rochford District Neighbourhood Watch newsletter spring 2023: Members felt it would be beneficial to know who the local representative was.

23/132.5 Emails from ECC Cllr Mrs L Shaw:

a) **Citizens Advice Essex – notification of countrywide adviceline for evenings and weekends:** The information was noted.

b) **Information on Essex County Council Recycling Centres:** The information was noted.

c) **Information on cheaper bus travel for Essex passengers:** The information was noted and that the concession lasted until the end of June 2023.

Members discussed potholes in the Parish and their disdain at the lack of action. The Chairman intended to contact people who lived near any potholes directly to tell them to report the holes to ECC. The Clerk reminded Members that ECC Cllr Mrs L Shaw was extremely helpful in these matters and any concerns could be sent to her.

23/132.6 Civility and Respect Project newsletter March 2023: The information was noted.

23/132.7 RDC UKSPF Grant Workshop 18th April 2023: The information was noted.

FC 23/133 Representatives Reports:

Rochford Old Peoples Welfare Committee – The minutes were noted at Agenda item 10 (Minute FC 23/132.2). A meeting was scheduled for next week.

Rochford Hundred Association of Local Councils (RHALC) – The next meeting would take place on 20th April 2023. Members felt the previous meeting had been badly attended.

Ashingdon & East Hawkwell Memorial Hall – No representatives.

Hawkwell Village Hall (HVH) – The AGM would be held on Thursday 6th April 2023.

Public Transport Liaison Group – No updates.

Robert Sudbury Trust – No updates.

Information Reports:

Community Meetings – No updates.

FC 23/134 Receive Committee/Working Party Reports since last meeting:

Climate Change Working Group (CCWG): It was **resolved** that Members accepted the CCWG noted of the meeting held on the 6th March 2023.

Planning Committee: It was **resolved** that Members accepted the Planning Committee minutes of the meeting held on the 6th March 2023.

Finance Committee: It was **resolved** that Members accepted the Finance Committee minutes of the meeting held on 13th March 2023.

It was further **resolved** that Members approve the recommendation given by the Finance Committee that movements in the Other Earmarked Reserves (OER) are agreed resulting in an increase of £10k, giving that fund a total of £56,650 at the beginning of the financial year 2023-24. The total EMR at the beginning of 2023-24 would be £78,771, made up of £22,121 in the Asset Renewable Fund and £56,650 in the OER.

General Purposes Committee: It was **resolved** that Members accepted the General Purposes Committee minutes of the meeting held on the 13th March 2023.

FC 23/135 Payment of Accounts:

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

FC 23/136 Summary of Decisions Taken:

- New Model Code of Conduct adopted.
- Revised Register of Members' Interests form adopted and to come into effect at the Annual Meeting.
- 20s Plenty Campaign not to be supported by Members.
- Members interested in Nimble courses to let Clerk know.
- Members interested in Community Specials Workshop to let Clerk know.
- Clerk to contact Community Payback Team to suggest possible projects.
- Clerk to find out who the Rochford District Neighbourhood Watch Representative is.
- Movements in EMR and OER approved as recommended by the Finance Committee.

The Chairman declared the meeting closed at 8:05pm.

Chairman