

**Minutes of the Meeting of
HAWKWELL PARISH COUNCIL
held on Monday 24th July 2023 at 7:30pm
in the Rochford Day Centre, 33a Back Lane, Rochford**

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

FC 23/40 To receive apologies for non-attendance at meeting:

Cllr R Gardner had given apologies along with Essex County Councillor (ECC) Mrs L Shaw and District Cllr Mrs J Gooding.

Members received the apologies tendered.

FC 23/41 Declarations of any of the following interests on any matter on the agenda for 24th July 2023:

a) Disclosable Pecuniary Interest;

b) Other registrable interests

Cllr Mrs M Weir declared a personal interest in respect of agenda item 6 (Minute FC 23/45.4)

FC 23/42 Public Forum & Information Reports from District Cllrs for Hawkwell Parish:

a) Public Forum: There was one member of the public present.

b) Information Reports from District and County Councillors: No District Cllrs were present. Members were referred to Agenda item 10 (Minute FC 23/49.2)

FC 23/43 To approve as a correct record the Minutes of the Hawkwell Parish Council meeting held on 12th June 2023 and to destroy the notes in respect of the meeting:

It was **resolved** that the minutes from the meeting held on 12th June were approved as a correct record and Members agreed to the destruction of the notes in respect of that meeting.

FC 23/44 Financial Report (June 2023):

The Clerk reported that at month three the budget was 26.7% spent against an expected 25%. The Finance budget was 30% spent, General Purposes Committee was 21% spent and the Parks Committee budget was 23% spent.

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

FC 23/45 Action List Update (July 2023):

23/45.1 The next meeting of the Climate Change Working Group (CCWG) would be held following receipt of the quotes for solar panels at Magnolia Store. The possibility of grant funding may be obtained through the ECC Community Initiative Fund (ECC CIF). Members **approved** in principle that the Clerk apply for grant funding via the ECC CIF for the purpose of funding solar panels, should the CCWG agree this is an appropriate action.

23/45.2 No Members were interested in any of the training available.

23/45.3 A new representative for the Rochford UK Shared Prosperity Fund (UKSPF) meetings was required; Cllr Mrs M Weir volunteered to take up the position.

23/45.4 The Clerk had contacted the Community Payback Team (CPT) about a potential project in Hawkwell. A response had been received which had laid out certain compulsory

requirements for the CPT; the Clerk had contacted the local church to ascertain if they could provide toilet facilities, but in the meantime the project which had been proposed had not become feasible as an unknown person(s) had cleared the alleyway originally put forward for clearance works. Cllr Mrs M Weir felt the church required the assistance of the CPT, claiming that the CPT used to maintain the area many years ago. She explained she had spent some time tending to her own family graves and wanted the area better maintained. The Clerk pointed out the church was responsible for their land and that the suggestion of using the CPT could be passed to them for consideration. A Member enquired if works to clean the bridge which was heavily graffitied along White Hart Lane would be a potential project, but it was noted the bridge was not within Council's remit and that the works would not be sufficient for the seven hours work time condition laid out by the CPT. It was agreed the Clerk would pass on details about the CPT to St Mary's Church to see if they would be interested.

23/45.5 The date of inspection of leases, asset register and deeds by the Chairman and Vice-Chair would be the 27th July 2023 at 11am.

23/45.6 Members were referred to agenda item 7 (Minute FC 23/46).

It was **resolved** that Members accepted the Action List update and **agreed** to the removal of closed items.

FC 23/46 Summer Newsletter:

A Member enquired where the newsletter went and the Clerk reminded Members it was posted to every house in the parish and that Members always received one. A Member raised concerns about having their details in the newsletter, but they were reminded Councillors were there to be contacted by residents. Members **approved** the newsletter for printing and distribution.

FC 23/47 Police Meeting with Parish Councils/District Council - Presentation:

The presentation was noted. Three Members had attended the meeting.

FC 23/48 Private Security Patrols – June 2023:

It was agreed the Clerk would send a letter of thanks to the guard following an incident reported in Magnolia Park and Nature Reserve. Members raised concerns that the police, who were also in vicinity at the time of the incident, had appeared reluctant to act due to the understanding they were under-resourced.

FC 23/49 Correspondence:

23/49.1 Rochford & District Day Centre Committee:

a) Minutes of the meeting held on the 8th June 2023: The information was noted.

b) Minutes of the meeting held on the 6th July 2023: The information was noted.

23/49.2 Emails from ECC Cllr Mrs L Shaw:

a) Information on the Locality Fund: Members discussed issues with potholes not being repaired. The Clerk advised Members to give more details about where these were and provide photographs so these details could be passed to Cllr Mrs L Shaw. Some Members were reluctant to take photographs or compile the information; the Clerk pointed out the information needed to be provided to be able to have the matters resolved.

b) New Summer of Volunteer Campaign: The information was noted.

c) Community Safety Partnerships – Community Safety Survey: The information was noted.

d) Guidance to make public spaces safer for women and girls: The information was noted.

e) **Bus Consultation 2023:** The information was noted.

f) **Essex Highways – Highways Highlights June 2023:** The information was noted.

23/49.3 **Essex Association of Local Councils (EALC) – Councillor Training Finance Courses:** Those interested in the training were to let the Clerk know.

23/49.4 **Rochford Hundred Association of Local Councils (RHALC):**

a) **Constitution** – The information was noted.

b) **Financial summary** – The information was noted.

The Chair enquired who the RHALC were; the Clerk provided the information requested.

23/49.5 **Rochford District Council (RDC) – Training for all Parish Councils:** Those interested in the training were to let the Clerk know.

23/49.6 **Rayleigh Mount Community Picnic Invitation:** The information was noted.

23/49.7 **‘Hedgehog Highway Project’** – Members **agreed** to sign up to the Hedgehog Highway Project. Members would need to arrange how the surrounds could be made available to residents.

FC 23/50 Representatives Reports:

Rochford Old Peoples Welfare Committee – Members were referred to agenda item 10 (Minute FC 23/35.1)

RHALC – Cllr S May thought there would be a meeting on Thursday 27th July 2023.

Ashingdon & East Hawkwell Memorial Hall (AEHMH) – No representatives. A Member noted there was a dangerous hole when exiting the hall car park. Cllr Mrs J Strubel would mention this to the AEHMH.

Hawkwell Village Hall – There was nothing to report. Cllr T Hargrave would join Cllr Mrs M Weir as Representative.

Public Transport Liaison Group – There was nothing to report

Robert Sudbury Trust – There had been no meetings.

Information Reports:

Community Meetings – There was nothing to report.

FC 23/51 Receive Committee/Working Party Reports since last meeting:

Planning Committee: It was **resolved** that Members accepted the minutes of the meeting held on 12th June 2023.

Parks Committee: It was **resolved** that Members accepted the minutes of the meeting held on 12th June 2023.

General Purposes Committee: It was resolved that Members accepted the minutes of the meeting held on 12th June 2023.

FC 23/52 Subscriptions:

a) **Rural Community Council of Essex (RCCE):** It was **resolved** that Council renew the annual subscription with RCCE at £115.50

b) **Campaign to Protect Rural England (CPRE):** It was **resolved** that Council renew the annual subscription with CPRE at £60.00.

FC 23/38 Payment of Accounts

There were no 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 23/39 Summary of Decisions Taken:

- Members approved in principle an application for grant funding via the ECC CIF for the purpose of funding solar panels; CCWG to review the matter.
- Cllr Mrs M Weir to become Council's Rochford UKSPF representative.
- Clerk to pass on details of CPT to St Mary's Church.
- Date for inspection of leases etc to be carried out by Chairman and Vice-Chair set for 27th July 2023 at 11am.
- Newsletter approved for printing and distribution.
- Clerk to send letter of thanks to guard following incident in Magnolia Park/NR.
- Council to sign up to the Hedgehog Highway Project; Members to arrange how surrounds can be made available to residents.
- Cllr Mrs J Strubel to contact AEHMH regarding pothole in car park.
- Cllr T Hargrave to join Cllr Mrs Weir as HVH representative.
- Annual subscription to RCCE approved (£115.30).
- Annual subscription to CPRE approved (£60.00).

The Chairman declared the meeting closed at 8:08pm

Chairman