

**Minutes of the Meeting of
HAWKWELL PARISH COUNCIL
held on Monday 6th November 2023 at 7:30pm
in the Annexe, Hawkwell Village Hall, Main Road, Hawkwell**

Councillors present: Vice Chair S May, R Gardner, T Hargrave, A MacPherson (from 7:32pm), Mrs L Massey, R Patient & Mrs M Weir.

FC 23/68 To receive apologies for non-attendance at meeting:

Apologies were received from Chair M Strubel, Cllrs Mrs L Dalby, Mrs J Strubel and District Cllr N Booth.

Cllr A MacPherson entered the chambers at 7:32pm

FC 23/69 Declarations of any of the following interests on any matter on the agenda for 6th November 2023:

a) Disclosable Pecuniary Interest;

b) Other registrable interests

Cllr Mrs L Massey made a declaration by virtue her spouse was Council's regular contractor.

FC 23/70 Public Forum & Information Reports from District Cllrs for Hawkwell Parish:

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

b) Information Reports from District and County Councillors: No District Cllrs were present. Members were referred to Agenda item 10.5 (Minute FC 23/77.5).

FC 23/71 To approve as a correct record the Minutes of the Hawkwell Parish Council meeting held on 2nd October 2023 and to destroy the notes in respect of the meeting:

It was **resolved** that the minutes from the meeting held on 2nd October 2023 were approved as a correct record and Members agreed to the destruction of the notes in respect of that meeting.

FC 23/72 Financial Report (October 2023):

The Clerk reported that at month seven the budget was 53% spent against an expected 58%. The Finance budget was 58% spent, General Purposes Committee was 47% spent and the Parks Committee budget was 48% spent; all were on target.

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

FC 23/73 Action List Update (November 2023):

23/73.1 The next meeting of the Climate Change Working Group (CCWG) was to be arranged.

23/73.2 Members were to let the Clerk know if they were interested in any of the training available.

23/73.3 Cllr T Hargrave had distributed the hedgehog surrounds via Potash Garden Centre. Members agreed to close the item.

23/73.4 S-Type Security were in the process of compiling information regarding crime deterrence during the Winter months. Once ready, the information would be posted on Council's Facebook page.

23/73.5 The Clerk had contacted Council's lighting contractor regarding the faulty LED lamp heads which were glowing blue. The contractor was able to get the lights replaced under warranty but the contractor's terms and conditions did not include other work-related costs.

The contractor was aiming to remove callout charges by incorporating those issues with other calls. The Clerk reported that out of 151 LED lights, eight had needed replacing due to the blue issue and there had only been one call-out charge to date. The higher number of callouts had been due to a spate of power failures which required initial assessment from Council's contractor before being passed over to UK Power Networks (UKPN). It was noted considerable issues had occurred in Elmwood Avenue and the Clerk had chased UKPN to resolve the issues.

23/73.6 Cllr R Gardner was organising Council's membership to United Nation Association Climate & Oceans (UNACO) and would inform Council once complete.

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

FC 23/74 Private Security Patrols – October report:

A Member enquired how the patrol guards accessed Magnolia Park at night given the gate was closed. It was noted they would patrol on foot in those situations and would often access the park via different entrances/exits.

FC 23/75 Email from Corporate Services at Rochford District Council (RDC) regarding the Highway Ranger Service (HRS):

Members were unclear of the services offered by the HRS. The Clerk confirmed Council had never engaged their services and was also unaware of what they did within the parish. The Clerk had requested further information from RDC, specifically what works had been carried out over the past seven years within the Hawkwell parish. RDC had confirmed they would respond to the Clerk by Friday 3rd November; however, no response had been received. It was noted other Parish Councils had also made similar enquiries.

It was **agreed** that should the information materialise from RDC by Wednesday 8th November, any relevant details would be included in the budgeting agenda item for the appropriate Committee to consider.

FC 23/76 Remembrance Sunday 12th November 2023 – Chair to lay Council's wreath at the Royal British Legion, Hawkwell:

It was **agreed** the Vice Chair would represent Council due to the Chair being unwell.

FC 23/77 Correspondence:

23/77.1 Ashingdon & East Hawkwell Memorial Hall – update regarding HPC's grant funding:

The information was noted.

23/77.2 Rochford District Neighbourhood Watch newsletter: The information was noted.

23/77.3 BASICS Essex – grant funding thank-you letter: The information was noted.

23/77.4 Old People's Welfare Committee for Rochford & District:

a) **Minutes of the meeting held on the 14th September 2023:** The information was noted.

b) **Minutes of the meeting held on the 12th October 2023:** The information was noted.

23/77.5 Emails from Essex County Councillor (ECC) Cllr Mrs L Shaw:

a) **ECC changes to Cabinet Member portfolios/information on devolution:** The information was noted.

b) **Citizens Advice Services in Essex:** The information was noted.

23/77.6 Rochford District Council (RDC):

a) **Citizen of the Year & Christmas card competition:** The information was noted.

b) **Civil Carol Service invitation for 8th December 2023:** The information was noted.

- 23/77.7 Essex Planning Officers Association (EPOA) – Parking guidance consultation:** A Member pointed out that parking for blue badge holders was now free for up to three hours in every car park in Rochford.
- 23/77.8 Passenger Transport – update on Supported Bus Services and November transport meetings:** The information was noted.
- 23/77.9 Essex Association of Local Councils (EALC)**
 a) **New Councillor training dates January & March 2024:** The information was noted.
 b) **EALC Legal Bulletin:** The information was noted.
- 23/77.10 ECC ‘Highways Highlights’ newsletter Sept 2023:** The information was noted.
- 23/77.11 Hockley Royal British Legion Remembrance Services Invitation:** Members were referred to Agenda item 9 (Minute FC 23/76). It was noted the service was open to all Members.
- 23/77.12 ECC Notice of upgrade of crossing along Ashingdon Road:** The information was noted.

FC 23/78 Representatives Reports:

Rochford Old Peoples Welfare Committee – Members were referred to Agenda item 10 (Minute FC 23/77.4a&b). The next meeting was on Thursday 9th November 2023.

RHALC – Cllr S May had attended the last meeting and informed Members the Police had been present and had mentioned a new scheme, “Not in my Neighbourhood.”; the pilot scheme was being trialled in Rochford and Castle Point and targeted places where there had been burglaries. It equipped residents with information packs in those areas.

Ashingdon & East Hawkwell Memorial Hall (AEHMH) – No representatives.

Hawkwell Village Hall – There was a meeting on Wednesday 8th November 2023.

Public Transport Liaison Group – Members were referred to agenda item 10 (Minute 23/77.8)

Robert Sudbury Trust – There was nothing to report.

Information Reports:

Community Meetings – There was nothing to report.

FC 23/79 Receive Committee/Working Party Reports since last meeting:

Planning Committee: It was **resolved** that Members accepted the minutes of the meeting held on 9th October 2023.

Parks Committee: It was **resolved** that Members accepted the minutes of the meeting held on 9th October 2023.

General Purposes Committee: It was **resolved** that Members accepted the minutes of the meeting held on 9th October 2023.

FC 23/80 Payment of Accounts

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

FC 23/81 Summary of Decisions Taken:

- Should information about the HRS from RDC be received by Wednesday 8th November, details to be included in the relevant Committee budgeting agenda item for Members to consider.
- Vice-Chair to represent Council and lay wreath at Remembrance Service.

The Chairman declared the meeting closed at 8:05pm

Chairman