

**Minutes of the Meeting of
HAWKWELL PARISH COUNCIL
held on Monday 4th March 2024 at 7:30pm
at the Rochford Day Centre, 33a Back Lane, Rochford**

Councillors present: Chairman M Strubel, L Fane, R Gardner, S May, A MacPherson, Mrs L Massey, Mrs J Strubel & Mrs M Weir.

Also present: Two members of the public.

FC 24/100 To receive apologies for non-attendance at meeting:

Apologies were received from Cllr Mrs L Dalby & Cllr T Hargrave.

FC 24/101 Declarations of any of the following interests on any matter on the agenda for 4th March 2024:

- a) **Disclosable Pecuniary Interest;**
- b) **Other registrable interests**

No declarations were made.

FC 24/102 Public Forum & Information Reports from District Cllrs for Hawkwell Parish:

a) **Public Forum:** Two members of the public were present.

b) **Information Reports from District and County Councillors:** Members were referred to Agenda item 12 (Minute FC 24/110.5).

FC 24/103 To approve as a correct record the minutes of the Hawkwell Parish Council meeting held on 15th January 2024 and to destroy the notes in respect of the meeting:

It was **resolved** that the minutes from the meeting held on 15th January 2024 were approved as a correct record and Members agreed to the destruction of the notes in respect of that meeting.

FC 24/104 Financial Report (February 2024):

The Clerk reported that at month eleven the budget was 83.4% spent against an expected 91.6%. The Finance budget was 90.3% spent, General Purposes Committee was 79.1% spent and the Parks Committee budget was 77.1% spent. Further expenditure was due in March and the Clerk reported all was on track.

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

FC 24/105 Action List Update (March 2024):

24/105.1 Cllr Mrs L Dalby was unable to lead the Climate Change Working Group (CCWG) for the foreseeable future. The Clerk suggested the work of the CCWG be returned to fall under Full Council's remit, unless another Member wanted to take the lead; Cllr L Fane volunteered to take the lead. It was **agreed** a meeting be arranged to see if the group should continue with a new Chair, or if the work should be brought back under Full Council's remit.

24/105.2 Rochford District Council (RDC) had been informed that Council did not want to participate in the funding of the Highway Ranger Service given inadequate information had been received. Members **agreed** to close the item.

24/105.3 There had been no updates from the police regarding the trail cams. It was noted the Hate Crime graffiti had fortunately died down.
It was **resolved** that Members accepted the Action Update List and agreed to the removal of closed items.

FC 24/106 Private Security Patrols – January report:

- a) Email from S-Type Security regarding ways to increase residents’ contact:**
The Clerk suggested S-Type be invited to speak at the Annual Parishioners’ Meeting (APM). Members **agreed** this would be a good way of offering an engagement opportunity for residents; the Clerk would make enquiries with S-Type to see if they had availability for the APM. Members also **agreed** it would be useful to add an article in the Newsletter about the meeting, should S-Type be able to attend.
- b) February patrol report:**
Members enquired if there had been an increase in fly-tipping, noting there were several reports along the railway line by Magnolia Road. The Clerk informed Members there had not been an increase in the number of incidents, only in the number of reports. The Chair noted there had not been any recent reports of vandalism within Councils’ parks.

FC 24/107 Local Council Risk System (LCRS) – Report for year 2023-24

It was **resolved** that Members **approve** the LCRS for 2023-24.

FC 24/108 Spring 2024 Newsletter – items for consideration:

Members **approved** the following articles:

Article	Author
Update on new Members/passing of Cllr R Patient	The office
Call for more Members	The office
HPC budget and precept for 2024-25	The office
Eco audit actions (including solar panel installation.)	<i>No Member volunteered; author to be agreed</i>
Parks update: a. Completion of Public Right of Way (PRoW) diversion in Magnolia b. Spencers Brook work c. Magnolia Park – walnut tree/Coronation planter updates	Cllr S May
Christmas parcels update / re-issue criteria	<i>No Member volunteered; author to be agreed</i>
Update on White Hart Garage defibrillator following its damage	<i>No Member volunteered; author to be agreed</i>
Notification of community engagement opportunity with S-Type (dependent on if they can attend the APM)	<i>No Member volunteered; author to be agreed</i>
Change of office hours for public	The office
Future of Freight House and RDC offices <i>(To be reviewed according to facts obtained and space in newsletter)</i>	Cllr Mrs M Weir
List of Councillors	The office
Third party contact details	The office

Members further **approved** the timetable as set out in the Clerk’s recommendation report.

FC 24/109 Consider donation in memory of R Patient

A Member proposed a donation of £50; there was no seconder. A Member proposed a donation of £150, to be split equally across the two charities, Kids Out and The Children's Literacy Charity (£75 each). This was seconded with all Members in **agreement**.

FC 24/110 Correspondence:

- 24/110.1 Email from resident about matters relating to parish (Annotations in boxes made by Clerk):** Members noted the letter and the Clerk's comments; Members considered all the opinions contained within. Members further noted the resident had contacted both the Chair several times, along with the office. It was agreed there had been many changes since the resident's tenure as Councillor in the 1980s and Members felt that the current Council dealt with Essex County Council (ECC) and RDC in the best way possible, given the imposed restrictions and limitations. Members further felt that should there be many residents with similar complaints, as implied in the correspondence, then they should be encouraged to contact Council in the same vein, noting no other such complaints had ever been received. It was **agreed** the Clerk would provide the resident with a written response and include a list of Council's achievements over the past 10 years.
- 24/110.2 Rochford Hundred Association of Local Councils (RHALC) – Minutes of the meeting held on the 19th October 2023:** The information was noted.
- 24/110.3 ECC – Public consultation for a Special Education needs school:** The information was noted.
- 24/110.4 Essex Association of Local Councils (EALC) Training:** The information was noted.
- 24/110.5 Emails from ECC Mrs L Shaw:**
- a) **Info about parking on the verges and/or highway:** The information was noted.
 - b) **Spending plan for Essex Highways boost:** The information was noted.
 - c) **Essex rated global leader in Climate Action:** The information was noted.
 - d) **Information on Climate Cutting Action app:** The information was noted.
 - e) **Recycling Centre booking system update:** The information was noted.

FC 24/111 Representatives Reports:

Rochford Old Peoples Welfare Committee – The AGM would be on 14th March 2024.

RHALC – There was nothing to report.

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

Hawkwell Village Hall – There would be a meeting on the 14th March 2024.

Public Transport Liaison Group – No meetings.

Robert Sudbury Trust – There was nothing to report.

Information Reports:

Community Meetings – There had been no recent meetings.

FC 24/112 Receive Committee/Working Party Reports since last meeting:

Parks Committee: It was **resolved** that Members accepted the minutes of the meeting held on 15th January 2024.

Planning Committee: It was **resolved** that Members accepted the minutes of the meeting held on 12th February 2024.

General Purposes Committee: It was **resolved** that Member accepted the minutes of the meeting held on the 12th February 2024.

Finance Committee: It was **resolved** that Members accepted the minutes of the meeting held on 12th February 2024.

Personnel Committee: It was **resolved** that Members accepted the minutes of the meeting held on 19th February 2024.

FC 24/113 Payment of Accounts

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

FC 24/114 Summary of decisions taken:

- Meeting of the CCWG to be arranged; Members to consider continuing with the CCWG or returning all actions and work under Full Council's remit.
- S-Type Security to be invited to the APM.
- LCRS for 2023-24 approved.
- Spring newsletter articles and timetable approved; authors still required for several articles.
- Donation of £150 in memory of Cllr R Patient approved, with £75 split across two charities.
- Clerk to provide written response to resident and to include Council's achievements over last 10 years.

The Chairman declared the meeting closed at 8:12pm.

Chairman