

**Minutes of the meeting of the
GENERAL PURPOSES COMMITTEE
held on Monday 14th October 2024 8:08pm
at the Rochford Day Centre, 33a Back Lane, Rochford**

Councillors present: L Fane, T Hargrave, A MacPherson, S May & Mrs M Weir.

Cllr S May agreed to Chair the meeting due to both the Chair and Vice Chair being absent.

GP 24/30 Receive apologies for non-attendance at meeting:

Members received apologies from Cllr Mrs L Dalby, R Gardner and Mrs L Massey.

GP 24/31 Declarations of any:

a) Disclosable Pecuniary Interest;

b) Other Registrable Interest

on any matter on the agenda for 14th October 2024:

Members made no declarations.

GP 24/32 Public Forum:

No members of the public were present.

GP 24/33 Approve Minutes of the meeting held on the 16th September 2024 and to approve the destruction of the notes in respect of that meeting:

It was **resolved** that the minutes from the meeting held on 16th September 2024 were approved as a correct record and Members agreed to the destruction of the notes in respect of that meeting.

GP 24/34 Action Update List (September 2024):

24/34.1 The UK Men's Shed Association (UKMSA) would work on the nativity displays after the Remembrance figures were completed.

24/34.2 The Clerk's bid for part-funding for the bleed kits was unsuccessful. The Clerk had asked Essex County Councillor (ECC) Mrs L Shaw if any funding was available via the Locality Fund; ECC Mrs L Shaw had agreed to fund one bleed kit. Members **agreed** to place that kit at Hawkwell Baptist Church. The Clerk explained there may be further funding available for an additional kit; she would let Members know when she had more information.

24/34.3 Members were referred to Agenda item 7 (Minute GP 24/36).

24/34.4 The flower baskets at the Main Road shopping parade would have winter flowers planted when Cllr T Hargrave had time. He would let Members know when he had availability.

24/34.5 The outcome of the public consultation which included the future of the Freight House was awaited. A Member suggested adding an article in Council's next newsletter. It was **resolved** that Members accepted the Action List update and agreed to the removal of closed items.

GP 24/35 Financial Report – September 2024:

The Clerk reported the General Purposes Committee budget was underspent, but that was typical for the time of year.

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

GP 24/36 Remembrance Garden Project:

A Member suggested spraying the wooden poppies with a product to make them water resistant but no decision was made to do this. A Member suggested raising money for the poppies, but it was agreed the current year was just a trial for the garden and it was not appropriate to engage in fundraising. Members agreed to attach the poppy heads to the green stakes; Cllr T Hargrave would use a glue gun to affix the knitted poppies. Cllr L Fane would assist, if required. It was agreed that the imitation barbed wire would be hung in string form as it was not rigid enough to curl. The Clerk confirmed that Cllr Mrs L Massey would be making plastic poppies with the children at her school and these could be added to the garden at an appropriate time.

It was **agreed** the installation would occur on Thursday 24th October 2024. The Clerk would be directed by the UKMSA and told when they could attend Hawkwell Common; they would install the wooden silhouettes. It was anticipated Cllrs L Fane and T Hargrave would assist the Clerk and Council's regular contractor. Cllr A MacPherson would also attend, if able.

GP 24/37 Christmas Parcels Project – verbal update:

A Member suggested sourcing biscuits from a Scottish charity but it was noted the product was not appropriate for the parcels. Consideration would be given to the products of this nature in 2025.

The Clerk had sent out a letter to the residents of Suffolk Court and had received three requests to be added to the initiative. The Christmas cards were on order.

The Clerk informed Members who were going to deliver the parcels that they would be ready for collection at lunchtime on Thursday 5th December 2024.

GP 24/38 Summary of decisions:

- Bleed kit to be installed at Hawkwell Baptist Church. Clerk to update Members on possible further funding for another kit for Clements Hall Leisure Centre.
- Cllr T Hargrave to inform Members when ready to add winter plants to Hawkwell Main Road planters.
- Remembrance Garden installation set for Thursday 24th October 2024. Cllrs L Fane, T Hargrave and possibly Cllr M MacPherson to be involved in the installation, along with the Clerk and Council's regular contractor. Cllr T Hargrave to glue poppy heads to green stakes; Cllr L Fane to assist, if required. UKMSA to let Clerk know what time installation on Hawkwell Common would be occurring.
- Consideration for sourcing products/biscuits via a charity for the Christmas Parcels initiative to be considered for 2025.
- Deliverers of Christmas parcels to collect parcels at lunchtime on Thursday 5th December 2024.

The Chair declared the meeting closed at 8:41pm

Chair