

**Minutes of the Meeting of
HAWKWELL PARISH COUNCIL
held on Monday 10th February 2025 at 7:35pm
in the Rochford Day Centre, 33a Back Lane, Rochford**

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

Also present: Essex County Councillor (ECC) Mrs L Shaw, District Cllr I Wilson and two members of the public.

FC 25/92 To receive apologies for non-attendance at meeting:

Members received apologies from Cllr R Gardner.

FC 25/93 Declarations of any of the following interests on any matter on the agenda for 10th February 2025:

a) Disclosable Pecuniary Interest;

b) Other registrable interests

None were declared.

FC 25/94 Public Forum & Information Reports from District Cllrs for Hawkwell Parish:

a) Public Forum: There were two members of the public present.

b) Information Reports from District and County Councillors:

Cllr Mrs L Shaw gave an update on the closed Locality Fund, noting that within the Hawkwell parish, £1,778 had been awarded in grant money. It was also reported that ECC's budget would be set on the 13th February 2025 and she was keen to hear of ideas from parishes where money could be spent when it came to community projects and the Locality Fund. It was further reported that ECC Highways had been busy with the Priority One road project but the recent weather had stopped works. Cllr Mrs L Shaw also informed Members she had reached her 700th meeting since her election in 2021. Members were also referred to Agenda item 14 (Minutes FC 25/105.4) for further correspondence from ECC Cllr Mrs L Shaw. District Cllr I Wilson had nothing to add.

FC 25/95 To approve as a correct record the minutes of the Hawkwell Parish Council meeting held on 13th January 2025 and to destroy the notes in respect of the meeting:

It was **resolved** that the minutes from the Full Council meeting held on 13th January 2025 were approved as a correct record and Members agreed to the destruction of the notes in respect of that meeting.

FC 25/96 Financial Report (January 2025):

The Clerk explained the budget report showed expenditure was at 84%. Removing monies which would be vired from General Reserves for the purchase of the solar panels at Magnolia Store, this therefore meant the overall budget was around 81% spent. The Finance budget was 85% spent, the Parks budget 81% spent and the General Purposes budget was 74% spent.

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

FC 25/97 Action List Update (February 2025):

25/97.1 The Eco-Audit update report had been received and referred to the General Purposes Committee. It was expected a meeting would be held in March 2025.

- 25/97.2** Cllr S May had shown Cllr L Fane how to carry out the defibrillator checks. Cllr L Fane was willing to take responsibility for the White Hart Garage checks. He requested access to WebNOS to be able to carry out the checks; the Clerk would action. Cllr S May would show Cllr Mrs L Massey how to carry out the checks the following week.
- 25/97.3** The Clerk had sent a letter of thanks to Cllr Mrs L Dalby on behalf of Council. Members agreed to close the item.
- 25/97.4** Members were referred to Agenda item 13 (Minute FC 25/104).
- 25/97.5** The Clerk had notified Rochford District Council (RDC) of the Precept for 2025-26. Members agreed to close the item.
- 25/97.6** Members were referred to Agenda item 7 (Minute FC 25/98).
- 25/97.7** The newsletter was under production. A final draft would be issued to the Newsletter Working Group (NWG) on the 14th February 2025.
- 25/97.8** Cllr L Fane attended the last Rochford Hundred Association of Local Councils (RHALC) meeting. Cllr L Fane confirmed he would be happy to join Cllr S May as Council's RHALC representative. The Clerk would let RHALC know.
- 25/97.9** The organiser for the Spencers Park Run had informed the Clerk that the run would no longer require the use of Spencers Park due to the recent erection of scaffolding at Clements Hall Leisure Centre which had obstructed their initial run path.
It was **resolved** that Members accepted the Action List update and agreed to the removal of closed items.

FC 25/98 Councillor Allowances:

Members noted the Clerk's report which included local parish councils allowance policies. Members reiterated the policy conditions which meant Cllrs that had been co-opted on would not be eligible for the allowance. It was noted that more parish councils appeared to take allowances against those who did not. Members questioned whether allowances acted as an incentive and felt that the current economic climate presented financial challenges for some. Members also questioned whether giving an allowance would make people take the role more seriously. It was noted there had been no budget allocation for allowances for 2025-26. It was **agreed** the matter be revisited at the next Full Council meeting for decision.

FC 25/99 Risk Management arrangements:

a) Adoption of draft Risk Management Policy:

Members **approved** the adoption of the Risk Management Policy as set out in the draft.

b) Local Council Risk System (LCRS) – Annual review 2024-25

The Clerk reported there had been no new risks so little had changed. It was noted the detailed report was available in the office. Members **approved** the LCRS report for 2024-25.

FC 25/100 RDC Committee update on the future of the Freight House:

Members discussed the temporary re-opening of the Freight House and were curious about what works would be required and why they amounted to the figure set out by RDC. A Member reiterated their view that the historic investment made by HPC should be revisited.

Cllr T Hargrave left the Chambers at 8:06pm.

FC 25/101 English Devolution White Paper:

a) NALC response supports the White Paper but calls for stronger neighbourhood governance:

Members noted the information.

b) RDC Extraordinary meeting (11th February 2025) – Motion on Notice:

“This Council commits to write to the Minister of State for Local Government and English Devolution, to confirm it does not support Labour’s English Devolution White Paper issued on 16th December 2024.

Furthermore, before any Devolution or LGR be imposed by central government upon the residents of Rochford District, then RDC requests a referendum be held to establish if there is public support, noting that ECC made decisions on 10th January 2025 without seeking public support.”

Cllr T Hargrave returned to Chambers at 8:08pm.

The information was noted. ECC Cllr Mrs L Shaw informed Members the Extraordinary meeting of RDC would be livestreamed on YouTube.

ECC Cllr Mrs L Shaw left the Chambers at 8:10pm

FC 25/102 Consider adoption of draft Safeguarding Policy:

Members **agreed** to adopt the Safeguarding Policy.

FC 25/103 Private Security Patrols – January reports:

a) Patrol summary report attached: The information was noted.

b) Incident Analysis report: The information was noted. Members asked if there had been any incidents with the dog patrols; the Clerk reported no incidents.

FC 25/104 Cllr L Fane – Action plan for new Members/ article for winter newsletter:

Thanks were given to Cllr T Hargrave for his involvement in the interview article. It was noted that this would be referenced in the front-page article accordingly.

Members **approved** Cllr L Fane’s article for the front page.

FC 25/105 Correspondence:

25/105.1 Hawkwell Village Hall – Minutes & Action Points of the meeting held on the 9th January 2025: The information was noted

25/105.2 Passenger Transport Unit:

a) Email regarding meeting held on 4th December; The information was noted.

b) Minutes from the meeting held on the 4th December: The information was noted.

25/105.3 Rochford Hundred Association of Local Councils (RHALC):

a) Minutes of the meeting held on the 16th January 2025: The information was noted.

b) Presentation - National Trust regarding Rayleigh Mount: The information was noted.

25/105.4 Emails from Essex County Councillor (ECC) Cllr Mrs L Shaw:

a) Councils seek to participate in Devolution Priority Programme – update: The information was noted.

c) ‘Have your say on the future of Essex County Fire and Rescue Service’: The information was noted.

d) ECC 2025/26 budget proposals: The information was noted.

e) ECC appoints new Chief Executive: The information was noted.

f) Information on winter crews for Essex Highways: The information was noted.

g) Essex Councils unite regarding scrap fly tipping: The information was noted.

25/105.5 Essex Association of Local Councils (EALC):

a) Weekly Bulletin w/c 20th January 2025: The information was noted.

25/105.6 National Association of Local Councils (NALC):

- a) **Events Newsletter:** The information was noted.
- b) **Chief Executive Bulletin:** The information was noted.

25/105.7 RDC:

- a) **RDC proposed budget for 2025/26** The information was noted.
- b) **Information on a Winter Fuel Support Fund:** The information was noted.
- c) **Invitation to RDC's Civic Dinner on 28th March – RSVP required:** The Chair and his wife would attend the event.
- d) **Local Development Scheme timetable 2025-28:** The information was noted.

25/105.8 Essex Air Quality Strategy - Email invitation (Consultation closes 2nd March 2025): The information was noted.

FC 25/106 Representatives Reports:

Rochford Old Peoples Welfare Committee – A meeting was set for 13th February 2025.
RHALC – Cllr S May gave a summary of the meeting which included the information about the Rochford Community Supermarket and the Rayleigh Mount. Members were referred to Agenda item 14. (Minute FC 25/105.3a&b)

Ashingdon & East Hawkwell Memorial Hall – No representatives.

Hawkwell Village Hall – There would be an AGM on the 10th April 2025.

Public Transport Liaison Group – No representative.

Robert Sudbury Trust – There was no update.

Information Reports:

Community Meetings – There were no updates.

FC 25/107 Receive Committee/Working Party Reports since last meeting:

Planning Committee: It was **resolved** that Members accepted the minutes of the meeting held on the 13th January 2025.

FC 25/108 Payment of accounts:

It was **resolved** that the payment of accounts paid since the last meeting (January payments) were approved together with agreement to pay any accounts due before the next meeting. The Chair signed the payments in line with new Financial Regulations.

FC 25/109 Summary of decisions taken:

- Clerk to request Cllr L Fane be given access to WebNos for the defibrillator checks.
- Cllr S May to show Cllr Mrs L Massey how to check the defibrillators in the week commencing 17th February 2025.
- Newsletter final draft to be sent to NLWG on 14th Feb 2025; page one article approved.
- Cllr L Fane to be Council's RHALC representative, along with Cllr S May; Clerk to advise RHALC accordingly.
- Decision on Councillor allowances to be brought back at next Full Council meeting.
- Risk Management policy adopted.
- LCRS for 2024-25 approved.
- Safeguarding policy adopted.
- Chair and his wife to attend RDC Civic dinner.

The Chair declared the meeting closed at 8:25pm

Chair