

**You are hereby summoned to a meeting of
HAWKWELL PARISH COUNCIL
to be held on
Monday 2nd June 2025
at Rochford Day Centre, 33A Back Lane, Rochford
commencing at 7.30 pm**

Please note that under the Local Government Act 1972 Schedule 12 paragraph 10 (2) (b), the Council cannot lawfully decide any matter that is not specified on the agenda. Should you require additional information on any agenda item please advise the Clerk by 1pm on the working day preceding the meeting.

AGENDA

- 1) **To receive apologies for non-attendance at meeting (For Noting)**
- 2) **Declarations of any:**
 - a) **Disclosable Pecuniary Interest**
 - b) **Other Registerable Interest****on any matter on the agenda for 2nd June 2025**

Members are reminded they must, within 28 days of becoming aware of any new, or change in their Register of Members' Interests, provide written notification thereof to the Clerk of Hawkwell Parish Council.
- 3) **Public Participation Session: A maximum of 2 minutes per speaker will be permitted**
 - a) **Public Forum**
 - b) **Information Reports from District & County Councillors (For Information)**
- 4) **To approve as a correct record the Minutes of the Annual Meeting of Hawkwell Parish Council held on 12th May 2025 and to destroy the notes in respect of that meeting (For Decision)**
- 5) **Financial Report - May 2025 (For Information)**
- 6) **Action List Update – June 2025 (For Noting)**
- 7) **Accept and Approve for Despatch the Annual Governance and Accountability Return (AGAR) 2024/25 & Sign the Annual Accounts for the year ended 31st March 2025 – Paper attached (For Action)**
 - a) **Review the effectiveness of the system of internal control & consider any findings – paper attached (For Decision);**
 - b) **Annual Governance Statement: Section 1 of the AGAR (For Decision):**
 - i. **Approve the Annual Governance Statement by Resolution;**
 - c) **Accounting Statements: Section 2 of the AGAR (For Decision):**
 - i **Consider the Accounting Statements by the members meeting as a whole;**
 - ii **Approve the Accounting Statements by Resolution; and**
 - iii **Ensure the Accounting Statements are signed and dated by the person presiding at the meeting at which that approval is given.**
 - d) **Chair and RFO to sign the Annual Accounts for 2024/25 (For Action)**

8) Parish Poll (For Information/Discussion)

- a) Confirmation of Poll date: 13.6.25
- b) Discussions regarding publicising the Poll

9) Local Government Reorganisation/Devolution (For Discussion)

PLEASE BRING YOUR COPY OF THE SLIDES FROM THE MAY MEETING PAPERS

- a) Slides from Parish/District event
- b) RHALC: Suggestion of Community Asset Register - (For Noting)

10) Freight House – Updates (For Noting)

11) Committee/Working Group Matrix (For Information)

12) Private Security Patrols (For Noting)

- a) Patrol Report: May 2025

13) Email from Rochford Parish Council re. Chair's training (For Decision)

14) Correspondence

15) Representative Reports

Rochford Old People's Welfare Committee – Cllrs S May

Rochford Hundred Ass. of Local Councils – Cllr S May/Cllr L Fane/Cllr Mrs M Weir

Hawkwell Village Hall – Cllr Mrs M Weir/Cllr T Hargrave

Ashingdon & East Hawkwell Memorial Hall MC – (No representatives)

Public Transport Liaison Group – Cllr S May

Robert Sudbury Charity – Cllrs Mrs Weir/S May

Information Reports -

Community Meetings –

16) Receive Committee/Working Party Reports since last meeting:

Parks Committee:

Note Minutes of Meeting held on 19th May 2025

General Purposes Committee:

Note Minutes of Meeting held on 19th May 2025

17) Payment of Accounts

Clerk reports that the following accounts have been paid since the last meeting (May Payments attached) and seeks approval to pay any accounts due before the next meeting.

28th May 2025
Clerk to the Council