

**You are hereby summoned to a meeting of
HAWKWELL PARISH COUNCIL
to be held on
Monday 8th September 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 8th September 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 Meeting of Hawkwell Parish Council held on 14th July 2025 and to destroy the notes in respect of that meeting (For Decision)**
- 5) **Co-option Interviews: Paperwork attached (For Decision at Agenda item 18.)**
- 6) **Financial Report - August 2025 (For Information)**
- 7) **Action List Update – September 2025 (For Noting)**
- 8) **Local Government Reorganisation (LGR)/Devolution:**
 - a) **Unitary proposals to be presented to Government (For Noting)**
 - b) **Consider asking Rochford District Council (RDC) to review the number of Councillors in Hawkwell Parish under its Community Governance Review (CGR) process (For Decision)**
- 9) **Neighbourhood Plan Feasibility Working Group (NPFWG):**
 - a) **Report and draft Terms of Reference (ToR) for approval (For Decision)**
 - b) **Letter to Chairs of Hawkwell and Hockley Parish Council from a Hockley resident (For Noting)**
 - c) **'Neighbourhood Planning Conference' proposal (Cllr L Fane) (For Decision)**
- 10) **Council's use of Social Media/Facebook:**
 - a) **To note feedback regarding the use of Facebook - report attached (For Decision)**
 - b) **To adopt a Social Media policy (updated) (For Decision)**
 - c) **To agree how to deal with press enquiries (For Discussion)**

- 11) **Freight House – Updates (For Noting)**
- 12) **Private Security Patrols – July/August 2025 Patrol Report (For Noting)**
- 13) **Office resources – referred from Personnel Committee (For Discussion)**
- 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 (For Noting):**

Parks Committee:

Note Minutes of Meeting held on 14th July 2025

General Purposes Committee:

Note Minutes of Meeting held on 14th July 2025

Planning Committee:

Note Minutes of Meeting held on 23rd July & 21st August 2025

Personnel Committee:

Note Minutes of Meeting held on 21st August 2025

17) **Payment of Accounts**

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

Resolution within Standing Order 3d "that in view of the confidential and special nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw". Standing Order 11 and 19f also apply.

18) **Post-interview Co-option Discussion (For Decision)**

3rd September 2025
Clerk to the Council