

**Minutes of the meeting of the
GENERAL PURPOSES COMMITTEE
held on Monday 14th July 2025 at 9:13pm
at the Rochford Day Centre, 33a Back Lane, Rochford**

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

Also present: Four members of the public.

GP 25/11 Receive apologies for non-attendance at meeting:

All Members were present.

GP 25/12 Declarations of any:

a) Disclosable Pecuniary Interest;

b) Other Registrable Interest

on any matter on the agenda for 14th July 2025:

Members made no declarations.

GP 25/13 Public Forum:

Four members of the public were present.

GP 25/14 Approve Minutes of the meeting held on the 19th May 2025 and approve the destruction of the notes in respect of that meeting:

It was **resolved** that the minutes of the meeting held on 19th May 2025 were approved as a correct record; Members agreed to the destruction of the notes in respect of that meeting.

GP 25/15 Action Update List (July 2025):

25/15.1 Hawkwell Baptist Church (HBC) had confirmed the Men's Shed (UKMSA) would be working on the additional figures for the display at Emmanuel Church and on new figures for the Baptist Church.

25/15.2 The silhouette templates for the Remembrance Garden were required by the UKMSA by July. Cllr S May had prepared scaled drawings which he distributed during the meeting; congratulations were given for his work. A Member enquired if permissions would need to be given again for the erection of the display on Hawkwell Common; the Clerk would pursue the matter. More poppies were required for the garden; Cllr L Fane would ask his child's playgroup if they would be able to provide some; Cllr A MacPherson had some poppies to donate and Cllr Mrs L Massey would approach Holt Farm School to see if any children would be able to make some poppies. It was proposed funding be sourced via the Locality Fund, with the suggestion materials be bought and donated to groups such as schools for them to make poppies. The Clerk would obtain advice from Essex County Councillor (ECC) to see if this would meet eligibility criteria.

25/15.3 The planters along the Main Road had been planted and had received positive feedback.

25/15.4 Council's lighting contractor would be undertaking a site visit to Hawkwell Common, ideally with someone from St Mary's Church. This would be to ensure the site was suitable for a Christmas tree with lights, and that the set-up would not interfere with the Carols on the Green service hosted by St Mary's Church. The site visit was still to be organised as the Clerk had had other priorities. Members discussed where the power would be sourced from and it was pointed out that any energy would need to be paid for under an unmetered

supply. A Member suggested a battery pack should it not be possible for electricity for Christmas Tree lights.

25/15.5 Members were referred to Agenda item 9 (Minute GP 25/19).

25/15.6 The phone box had been collected by the haulage company and was in storage. The owners had been paid. The Clerk was still to contact the relevant people about permissions for the two preferred sites. Members were to start work on the museum content. Cllr S May would visit the Southend phone box museum.

It was **resolved** that Members accepted the Action List update and agreed to the removal of closed items.

GP 25/16 Financial Report – June 2025:

It was **resolved** that Members accepted the Financial Report.

GP 25/17 Email request from Rochford Parish Council regarding Stroud Green sign placement:

Members raised no issues about the sign proposal.

GP 25/18 Email request from Hawkwell Village Hall (HVH) regarding erection of Christmas lights at the village hall:

Members discussed the suggestion of powering Christmas lights from a parish-owned streetlight. Members felt a Hawkwell Common Christmas tree would benefit the whole community while lights along the driveway at the HVH would not hold the same community weight. The Clerk informed Members of the administrative burden it may incur; given the amount of work already involved for the Christmas tree lights on Hawkwell Common. It was therefore **agreed** not to power Christmas lights at the village hall.

Members suggested that the HVH look to purchase lights for the building and that they approach Council for possible grant funding

GP 25/19 Notes of the EWG held on the 2nd June 2025:

Members received the notes of the EWG for the 2nd June 2025.

GP 25/20 Summary of decisions:

- Cllr S May to provide templates to UKMSA for the Remembrance Garden.
- Cllr L Fane to ask child's playgroup if they would provide poppies for the Remembrance Garden; Cllr A MacPherson to donate poppies he had received; Cllr Mrs L Massey to approach Holt Farm School.
- Clerk to obtain permissions for Remembrance Garden erection on Hawkwell Common.
- Clerk to contact ECC Cllr Mrs L Shaw to see if funding would be available for the purchase of materials for groups to make poppies.
- Clerk to carry out site visit with lighting contractor regarding Christmas tree power source. Clerk to also investigate costs of unmetered supplies and processes.
- Members to start work on the phone box museum content.
- Cllr S May to visit Southend phone box museum and to report back.
- Clerk to contact HBC and RDC about permissions for the phone box museum.
- No issues raised regarding the proposed Stroud Green sign.
- Request to power HVH lights along the driveway declined; suggestion to be made for purchase of lights for building with HVH to consider contacting Council for funding.

The Chair declared the meeting closed at 9:42pm

Chair