

You are hereby summoned to a meeting of the
GENERAL PURPOSES COMMITTEE
to be held on

Monday 9th February 2026

at The Hockley & Hawkwell Day Centre, Southend Road Library Car Park, Hockley
SS5 4PZ

commencing at **7.45 pm**

(or up to fifteen minutes earlier should the previous meeting end prior to that time)

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 Registrable Interest; oron any matter on the agenda for 9th February 2026
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 Forum
4. To approve the Minutes of the meeting held on 10th November 2025 and to approve the destruction of the notes in respect of that meeting (For Decision)
5. Action Update List – February 2026 (For Noting)
6. Financial Report – January 2026 (For Noting)
7. Phone Box restoration project: (For Information)
 - a) Update from PBWG;
 - b) Photos provided by Cllr Mrs Massey of Trust Links phone box.
8. Christmas Parcels Project 2025: (For Discussion/Decision)
 - a) To receive Minutes of meeting held on 10th November 2025;
 - b) To note delivery of 175 gifts; 105 box biscuits and 70 parcels for 2025;
 - c) To note Product Cost Analysis for 2025 (Report attached)
 - d) To note surplus food from 2025 deliveries and agree next steps (Report attached)
9. Consider purchase of 'hi-vis' jackets with HPC logo for Councillors (For Decision)

Clerk to the Council
4th February 2026