

**Minutes of the meeting of the
GENERAL PURPOSES COMMITTEE
held on Monday 9th February 2026 at 7:45pm at the
Hockley & Hawkwell Day Centre, Southend Road, Library Car Park, Hockley**

Councillors present: Vice-Chair L Fane, J Dunkley, T Hargrave, S May, C Morris & Miss M Ward.

GP 26/44 Receive apologies for non-attendance at meeting:

Members received apologies from Chair Mrs L Massey, Cllr A MacPherson, Cllr Mrs A Petrescu and Cllr Mrs M Weir.

GP 26/45 Declarations of any:

a) Disclosable Pecuniary Interest;

b) Other Registrable Interest

on any matter on the agenda for 9th February 2026:

Members made no declarations.

GP 26/46 Public Forum:

No members of the public were present.

GP 26/47 Approve minutes of the meeting held on the 10th November 2025 and approve the destruction of the notes in respect of that meeting:

It was **resolved** that the minutes of the meeting held on 10th November 2025 were approved as a correct record; Members agreed to the destruction of the notes in respect of that meeting.

GP 26/48 Action Update List (February 2026):

26/48.1 The wooden Christmas display at Emmanuel Church had been a success. Members agreed to close the item.

26/48.2 The planters along Main Road would be replanted that week by Cllrs T Hargrave and Miss M Ward. Bulbs from the previous year would be replanted.

26/48.3 Members noted that the festoons at the Golden Cross shopping parade were no longer fit for purpose. Members felt the festoons at the Main Road parade were also inadequate. The Clerk informed Members she would need to meet with Council's lighting contractor to obtain advice about the lights, including the power source when it came to a Christmas tree on Hawkwell common. It was **agreed** that any lighting would use LED lights. Members felt it was more important to focus on the Christmas tree, noting they had requested work start as early as possible in the year to better guarantee success; the Clerk had been unable to pursue the matter yet due to other work priorities.

26/48.4 The Environmental Working Group (EWG) had still not met. It was **agreed** to arrange a meeting in the Summer.

26/48.5 Members **agreed** to incorporate this agenda item with 26/48.3.

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

GP 26/49 Financial Report – February 2026:

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

GP 26/50 Phone Box restoration project:

- a) Update from the Phone Box Working Group (PBWG):** The PBWG had not held any meetings and therefore had no information to provide to the Committee. It was noted ideas had been banded around in previous meetings with no direction or decision and the formation of the PBWG was to aim to progress matters. It was **agreed** that a poll be sent out on a WhatsApp group by Cllr T Hargrave to decide: a) the location of the phone box – either Hawkwell Common or outside the Baptist Church along Rectory Road and b) what content should be included. The Clerk advised Members that thought needed to be given to the location of the phone box, notably in terms of logistical management when it came to delivery and installation; delivery may require traffic light management which would incur costs and also would need considerable early notification. The Clerk also pointed out a suitable name for the top display panel would need to be decided so the restoration company could incorporate that. A Member enquired if the new phone box would have glass panels. The Clerk would refer to the specification and report back.
- b) Photos provided by Cllr Mrs Massey of Trust Links phone box:** The photos were noted.

GP 26/51 Christmas Parcels project 2025:

- a) To receive notes of the meeting held on the 10th November 2025:** The notes were received.
- b) To note delivery of 175 gifts; 105 box biscuits and 70 parcels for 2025:** The information was noted.
- c) To note Product Cost Analysis for 2025:** Members were pleased costs had been kept lower than 2023. Thanks were noted for Cllr Mrs L Massey and the office who had purchased a lot of the produce and managed the project.
- d) To note surplus food from 2025 deliveries and agree next steps:** Members agreed to donate all the food to a suitable local Foodbank. The Clerk suggested Cllr Mrs L Massey would like to do this.

GP 26/52 Consider purchase of 'hi-vis' jackets with HPC logo for Councillors:

Members **agreed** to purchase hi-vis jackets for all Councillors. Cllr J Dunkley would pass on a recommendation for a company to the Clerk so she could obtain a necessary quote.

GP 26/53 Summary of decisions:

- Clerk to meet with Council's lighting contractor to discuss lighting logistics for a Christmas tree and/or lights. Any lights to be purchased to be LEDs.
- Cllrs T Hargrave and Miss M Ward to re-plant Main Road planters imminently.
- EWG meeting to be arranged in Summer 2026.
- Cllr T Hargrave to send out a poll on WhatsApp to obtain opinion on proposed location of phone box and content. PBWG to meet to agree design ideas and content.
- Clerk to check specification and confirm if phone box will contain glass.
- Surplus food from Christmas parcels project 2025 to be given to a suitable Food Bank.
- Hi-vis jackets for all Cllrs to be purchased.

The Chair declared the meeting closed at 8:57pm

Chair