

**Minutes of the meeting of the
GENERAL PURPOSES COMMITTEE
held on Monday 9th March 2026 at 7:00pm at the
Hockley & Hawkwell Day Centre, Southend Road,
Library Car Park, Hockley**

Councillors present: Chair Mrs L Massey, J Dunkley, T Hargrave, A MacPherson, S May, C Morris & Miss M Ward.

GP 26/54 Receive apologies for non-attendance at meeting:

Members received apologies from Cllrs L Fane, Mrs A Petrescu and Mrs M Weir.

GP 26/55 Declarations of any:

a) Disclosable Pecuniary Interest;

b) Other Registrable Interest

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

Members made no declarations.

GP 26/56 Public Forum:

No members of the public were present.

GP 26/57 Approve minutes of the meeting held on the 9th February 2026 and approve the destruction of the notes in respect of that meeting:

It was **resolved** that the minutes of the meeting held on 9th February 2026 were approved as a correct record; Members agreed to the destruction of the notes in respect of that meeting.

GP 26/58 Action Update List (February 2026):

26/58.1 The planters along Main Road had been replanted by Cllrs T Hargrave and Miss M Ward.

26/58.2 The Clerk would be meeting the lighting contractor during March. Council's lighting contractor was due to be making enquiries with UK Power Networks (UKN) regarding electrical connections.

26/58.3 The Environmental Working Group (EWG) had agreed to arrange a meeting in the Summer.

26/58.4 Members were referred to agenda item 8 (Minute GP 26/61).

26/58.5 The surplus food had been donated to the local food bank.

26/58.6 The hi-vis jackets had been ordered and were due to be delivered.

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

GP 26/59 Councillor Actions

Member noted the report; actions were addressed at agenda item 8 (Minute GP 26/61).

GP 26/60 Financial Report – February 2026:

Clerk reported expenditure was on target. A Member enquired about what happened to the budgets not spent. The Clerk explained the budgets were looked at year end and those not spent were either earmarked or would go into the General Reserves.

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

GP 26/61 Phone Box restoration project:

a) Confirm purpose – ‘Museum and seasonal seed bank’ (see minutes)

It was noted that the purpose of the phone box had already been agreed, despite recent discussions about what the phone box should be. Members were reminded of their decision and re-referred to the minutes from May 2025.

The newer Members asked what a seed bank would mean. Cllr Miss Ward asked where the seeds would come from. Cllr J Dunkley would be able to donate some seeds and poly bags. The Clerk raised concerns about the seed bank. The Clerk suggested they start with a museum and see how that goes before doing a seed bank.

It was **agreed** to start with a museum as a test run and introduce new things in time.

b) Technical information from ‘Remember When’:

Members noted the information. A Member enquired if photographs would be provided during the restoration; the Clerk confirmed that would be the case.

c) Update from the Phone Box Working Group (PBWG) – design concept from Cllr T Hargrave:

Members noted Cllr T Hargrave’s design. Cllr T Hargrave suggested looking at the ideas in Hockley train station. A local historian had provided photographs of Hawkwell and it was noted better high-resolution ones would be available. Cllr S May would require photographs to start to build the design. Members **agreed** to donate to the local historian; no figure was discussed. It was **agreed** Cllr T Hargrave would send suitable photos to Cllr S May for the design work to start. The Clerk suggested each photo be annotated.

d) Update on the restoration project (timescale and logistics) – verbal update from the Clerk:

The Clerk had prepared a report which Members read in the meeting. Members noted the unloading of the phone box was estimated to be only 30 minutes.

Members **agreed** to having ‘Hawkwell’ on front top panel and ‘Museum’ on each side.

Members noted extra costs would be incurred for the donation plaque. Members asked how the battery got charged; it was assumed this would be solar.

Members **agreed** to purchase a key code push button lock. It was agreed that the box would remain open and only be locked if there were issues such as criminal damage. It was noted the lock should be installed with a hold back facility. The Clerk would make the necessary enquiries with Remember When.

e) Decision on the preferred location of phone box:

It was **agreed** that the phone box be positioned on the White Hart Common. Members were to organise a site visit to agree on the specific location of the phone box. Any decision would need to be passed to RDC for approval. It was noted that the phone box would need a concrete base. The Clerk suggested Members be mindful of the crossing when it came to the delivery of the phone box.

f) Agree next steps:

Members had **agreed**: 1) a site visit would need to be arranged to work out the best location for the phone box; 2) that all the design information be sent to Cllr S May; 3) that a plaque be organised for the phone box donators.

GP 26/62 Consider purchase of fleece jackets with HPC logo for Councillors:

Members agreed not to purchase fleece jackets with HPC logos for Councillors.

Cllr S May left the Chambers at 7:50pm

The Clerk reverted to Agenda item 8 (Minute GP 26/60) and urged Members to be mindful of the coordination for the delivery of the phone box.

GP 26/63 Summary of decisions:

- Re-agreement that the phone box be a museum in the first instance; new ideas to be considered after a trial period.
- Cllr T Hargrave to send design content to Cllr S May.
- Donation to be given to local historian; amount undecided.
- 'Hawkwell' to be added to top panel of phone box and 'Museum' on each side top panels.
- Key code lock to be added to phone box during restoration period; Clerk to ascertain if lock can remain open without being tampered with.
- Location of phone box agreed; site visit to be arranged for White Hart Common placement.
- Plaque attributing phone box donators to be organised.
- Agreement not to purchase HPC fleece jackets.

The Chair declared the meeting closed at 7:52pm

Chair