

**Minutes of the meeting of
HAWKWELL PARISH COUNCIL
held on
Monday, 2nd March 2009 in the Committee Room,
Freight House, Bradley Way, Rochford
at 7.45pm**

Councillors Present: Chairman V Leach, Vice Chairman J Dickson, Mrs J Barney, Mrs T Bateman, Mrs E Chippette, Mrs C Cunningham, Mrs J Fern, Mrs H Glynn, Mrs A Heath, K Holmes, A James, R Mitchell, R Patient, Mrs M Weir and D Weir.

1. Presentation by Michael Starke regarding Recycling:

The Chairman announced the presentation by Michael Starke had been postponed to the next meeting. The view was taken that with Scott Irvine also attending it would prolong the meeting unreasonably. The Chairman advised that Scott had not arrived and asked for Members agreement to suspend the meeting when he arrived. Members agreed.

2. Presentation by Scott Irving regarding Youth Shelter & Mural in Magnolia Park:

The Chairman suspended standing orders and introduced Scott Irving and gave an account that he drove the mural in Magnolia Park. Council thought it was a fabulous job remaining in pristine condition and it had been respected.

Scott Irving said lots of young people were involved in giving ideas for the workshop and he had students for the next one already. He advised that the theme of showing the old brickworks and brickwork cottages had been incorporated in the extension. The current theme in Magnolia was 'from the forest to the streets' and the new theme would continue from the street, back in time to the cottages and take it back to the forest, with the word 'Park' completing 'Magnolia Park'.

The Chairman asked Members for their comments.

Cllr Mrs Heath queried calling it a 'park' or an 'open space'. The Chairman responded that technically it was a public open space but 'park' worked better visually.

Cllr Holmes suggested, as Hawkwell was close to the sea front, there was lots of scope to encompass the theme park or the pier and Scott Irvine replied that it would be technically difficult to create buildings.

Cllr Mrs Glynn talked of incorporating the stagecoach that had run through Ironwell Lane from Southend on Sea to London.

Cllr Mrs Chippette mentioned the Airport.

The Chairman thanked Members for their ideas and asked them if they were content to finish it off as suggested by Scott and maybe, in the holidays, look at incorporating something challenging i.e. sea front. Cllr Holmes asked was it a mirror image of the same size and Scott Irvine confirmed it was.

Regarding the Youth Shelter, Scott Irving told Members he worked with the Youth at Clements Hall on Friday nights and had mentioned the idea of incorporating the 4 seasons as the theme for the walls to the young people. He

had consulted lots of young people about it and although most of them had their own ideas, the one that received the most support was incorporating different youth sub cultures. They had chosen to make 4 elements of the youth shelter using 4 sub cultures for example Gothic, Chav, Mod, Rocker, Raver, Teddy boy. He may be able to incorporate the 4 seasons into the overall theme suggested by the young people.

Cllr Mrs Fern questioned if this would alienate the other community and he replied that really striking colours would be used and subtlety in introducing the sub cultures.

Cllr Mrs Dorrell asked would the students cope with the artwork and Scott Irvine felt it wouldn't be easy but they had done well and a high quality would be achieved.

Cllr Mrs Heath questioned if it would stand out garishly as it was surrounded by country and the Chairman responded that it was part of the brief to respect the environment around it.

Cllr Mrs Weir asked if the whole shelter, walls inside and out were to be painted and Scott Irving confirmed they would be painting walls inside and out. He felt it might be worth leaving the ceiling as it was as the youth had written on it.

Cllr Mrs Glynn asked how long it would take to come up with the idea and get the job done as the organisations involved in giving grants for the shelter would like to see it finished and were awaiting an official opening ceremony. She hoped the project would be finished and in proper use before the summer holidays, preferably by end of May. Scott Irving felt it was possible and understood it was a priority. The Chairman suggested that it would be May before HPC approve the work therefore Members needed to decide how to manage the process. He asked Members were they content to delegate this to the Youth Group. Cllr Holmes proposed that Council go along with what had been suggested incorporating the 4 seasons into the chosen theme and getting a combined effect and then Scott Irving could leave the meeting with a brief. The Chairman summarised HPC would like to suggest in some form or other that reflects the 4 seasons and would like to incorporate this within that theme of 'tribal artwork'. He confirmed by summarising the brief for Magnolia and the brief for the shelter.

Scott Irving said he would need 4 weeks before he was ready to start and the Chairman asked him to liaise with the Clerk and suggested he return to a Parks or General Purposes meeting where all Council Members would be invited to attend.

Cllr Holmes suggested consideration needed to be given for funding both projects. Cllr Mrs Glynn said as Chair of General Purposes she thought graffiti funding was to come out of the Youth Project and Cllr Patient as Chair of the Youth Project said the money was in Youth Project. The Clerk confirmed the money was in this year's budget but that the year ended in 29 days.

Scott Irving had been asked by the youth to present a petition to Council from the youth requesting lights at the skateboard park. Cllr Holmes stated that RDC were responsible for the skate board park. Cllr Mrs Weir mentioned that HPC did not light the teen shelter to avoid the use of it through the night. Cllr Mrs Glynn asked the Chairman could HPC take the petition to pass onto RDC so that the process had been started and she cautioned that it could take same

time. The Chairman asked were Members content to take the petition to pass on to RDC and they were.
The Chairman thanked Scott Irving for his time and announced the meeting had formally reconvened.

3. **To receive apologies for non attendance at meeting:**
Cllr D Eede (work).
4. **Declarations of Interest:**
There were no declarations of interest.
5. **To approve as a correct record the Minutes of the Extra-ordinary Meeting of Hawkwell Parish Council held on 9th February 2009 and to approve the destruction of the manuscript notes in respect of that meeting:** Members approved the Minutes of 9th February 2009 as a true record and agreed to the destruction of the manuscript notes.
6. **Action points – progress report:**
The Clerk went through the progress report.
Youth Project – See Agenda item 2.
Parish Identity – The Chairman advised he and the Clerk had spoken about it that day and the Clerk would make arrangements for a meeting of the established group.
Removal of Spoil from Churchyard – Members agreed to remove item from Action list now that confirmation letter from RDC had been received.
Parish Plan - restart – Cllr Mrs Glynn queried as only 3 responses received how could HPC go forward with this if the public were not showing an interest. The Clerk felt most people agreed the Parish Plan was a sensible thing to do if it could be delivered and the public had been a bit slow in coming forward but that wasn't to say Council shouldn't keep trying. The Chairman said it needed to be thought through and Cllr Mrs Weir added another meeting needed to be called as received good turn out previously.
CIF Bid – Ongoing.
Presentation from Wyvern Community Transport - To be rescheduled.
Recycling – Presentation postponed.
Standing Orders for Co-options to fill Vacancies – To be amended at AGM.
Trial of Electronic transmission of meeting papers – See Agenda item 10.
Clerk to request a copy of insurance cover from Hawkwell Hornets – The Clerk to go along to the church to meet the Vicar and view insurance policy.
Donation request from Ashingdon & East Hawkwell Memorial Hall – A meeting had been fixed with colleagues at Ashingdon Parish Council and Ashingdon & East Hawkwell Memorial Hall but the meeting was cancelled – suggested dates for reconvening meeting 17th or 20th March.
EALC/Essex Training Partnership – Councillors to advise Clerk of any training needs – Cllrs Mrs Heath and A James informed the Clerk they had training requirements for the RDC programme.
Residents parking on verges – The Clerk to speak to Steve Jones.
Newsletter – Ongoing.
Wallasea Island-proposal to create a new coastal nature reserve -Ongoing.

Invitation to attend Civic Service at Chelmsford Cathedral (26.3.09) – The Clerk advised that Cllr Dickson was to attend but any other Members wishing to attend to advise the Clerk

E-mail from Chair of Rochford District Youth Council – Ongoing.

Members accepted the progress report.

7. **Financial Report:**

The Clerk went through the Financial Report. He expected HPC would be approximately £10-12K below budget at year end. The Chairman asked Members if they had any questions. Cllr Dickson asked would the accounts be finalised by the next meeting in April and would a report on the year's expenditure be available. The Chairman confirmed that would be the case. Members agreed and accepted the report.

8. **Motion referred from Finance Committee to consider the motion 'That Council accepts the report presented by the Clerk and approves the purchase of a second tractor whilst retaining the current machine.':**

The Chairman read out the amended motion referred from Finance Committee which sat prior to Full Council **'That Council accepts the report presented by the Clerk and approved by the Parks and Open Spaces, Conservation and Footpaths Standing Committee at their meeting of 16th February 2009, and approves the purchase of a second tractor to be funded by drawing down money from the earmarked reserves set aside for funding such contingencies, whilst retaining the current machine.'** Cllr Leach proposed from the Chair that the motion be moved and it was seconded by Cllr Mitchell. Members voted unanimously and the motion was carried.

9. **Hockley Area Action Plan:** To consider the delegation of the examination and response to this document to the Planning Committee (papers in the office):

The Clerk advised he had 6 copies in the office, there was quite a short time to respond and suggested it be delegated to the Planning Committee. Cllr Mrs Glynn felt it mainly had to do with Hockley Town Centre and questioned what it had to do with HPC. Cllr Mrs Heath disagreed and felt the processes would impact Hawkwell regarding traffic and housing. Cllr Mrs Weir agreed there would be an impact on the Parish and raised the issues of sharing schools and clinics and felt that HPC should give their comments. The Chairman felt, due to the sheer volume of information within, it should be delegated to the Planning Committee and was content to move from the Chair that the Planning Committee convene at their earliest convenience. Cllr Dickson asked the Chairman to confirm 'under what terms of reference' and the Chairman asked Members if they were content for the Planning Committee to be given the TORS 'to examine the proposal in detail and develop a response' Members agreed they were. Cllr Mrs Heath felt each Member should see a copy of the document and the Chairman responded there were 6 copies in the office.

10. **Electronic Trial:**

The Clerk informed the trial was not reducing the Council's carbon footprint. Some Members had various limitations on their email, more paper and ink was

being used and did Members wish to continue with the trial. He went onto say that Members could have Agendas and Minutes quite early via email and other papers delivered later. Cllr Patient felt it was a waste of paper, it was time consuming and not economical. The Chairman asked Members if they wished to suspend the trial and revert back to hard copy papers and look at other ways in the future. Members agreed.

11. **Correspondence:**

1. **E-mail from Kiti Theobold re. Southend Airport/possible presentation to Council:** Cllr Mrs Glynn queried who she was and the Chairman responded that she was part of a group for expansion of Southend Airport. Cllr Mrs Heath felt HPC should have both sides represented if Council were to invite her. The Chairman stated as a local authority HPC had a duty to consider properly the 'views for' and 'views against' and reach a view, Council had never said whether it opposed or supported it. Cllr Mrs Weir queried that Council did make a report to the JAAP Report. The Clerk answered that Council hadn't responded formally to the JAAP. Members felt a response had been issued to the JAAP and the Chairman asked the Clerk to provide clarification on this. The Chairman said HPC were duty bound as a local Council to put both sides and did Members want to hear Mrs Theobold and her pressure group's views as it could be arranged. Cllr Holmes felt HPC should wait if there was going to be a public meeting on it, he said 'we put our response in and as a peripheral organisation we don't need to do anything until then'. Cllr Patient agreed. The Clerk said HPC had not responded to this as it had not formalised its policy on it and it was to be in by 9th April. The Chairman asked if it was the will of the Council to invite Kiti Theobold. Cllr James felt it could be too late and Council needed to respond before then. Cllr Dickson said Mr Welch (of Southend Airport) had attended a Rochford Hundred Association meeting, if there was a public meeting a lot of discourse would take place, he said facts were wanted before decisions could be reached. Cllr Mrs Weir said it should be considered and the Clerk said he had not responded to any document. Cllr Holmes respectfully requested the Chairman to call Members back to the Agenda. The Chairman asked Members did HPC have time to invite her to a meeting. Cllr James said even if HPC had time he was not sure that there would be time to respond to the document. The Chairman called a vote, 2 Members voted in favour to invite Kiti Theobold to a meeting and 8 Members opposed. Cllr Mrs Glynn requested it be recorded in the minutes that she had taken no part in the discussion.
2. **RDC Local Development Framework – Rochford Core Strategy – Preferred Options Consultation. Feedback on Consultation Response (Summary only – Full document available in office).** Members noted.
3. **Southend Borough Council & RDC London Southend Airport & Environs Joint Area Action Plan (JAAP) – Consultation on Preferred Options. Full document available in office.** There was a

general discussion and the Clerk advised he would prepare copies for consideration by the Planning Committee.

4. **Letter from RDC – Disabled Go.** Members noted.

The Chairman read through the list of information available in the office and Members noted.

12. **Receive Committee/Working Party Reports since last meeting:**

Parks Committee:

Cllr Holmes as Chairman of the Parks & Open Spaces Committee moved that the minutes of the meeting held on 16th February 2009 be accepted. Cllr James objected and referred to Item 12. Glencroft Woodland – Letter & Petition from Hockley residents: where the minutes stated ‘we have no knowledge of the development of the site’. Cllr James felt it was incorrect as it was brought up in Planning and that Standing Committee had written to RDC. The Chairman clarified and asked Cllr James if he was asking for the minutes and the notes to be reconsidered. He confirmed he was and the Chairman announced the Minutes would go back to the Parks Committee and would be properly considered. Cllr Mrs Weir said Planning did know about it and did object. The Chairman said the whole report would be transferred back to Parks Committee to amend the Minutes. Cllr Mrs Bateman asked the Chairman to note that she was a qualified gym instructor and she would be happy to be involved in the adult gym centre mentioned in the minutes. The Chairman thanked her and noted her comment. Cllr Patient felt the whole report should not go back to the Parks Committee and stated if the Chairman agreed, only the minuted item 12 should be changed. Cllr James formally moved Cllr Patients proposal and Cllr Mrs Heath seconded. The Chairman asked Members were they content to take back to the Parks Committee minuted item 12 and that Council approve the rest of the Minutes. Cllr Holmes agreed. The Chairman asked Members if they agreed and they did.

Finance Committee:

Cllr Mitchell as Chairman of the Finance Committee moved that the minutes of the meeting held on 16th February 2009 be accepted, Members agreed.

General Purposes Committee:

Cllr Mrs Glynn as Chairman of the General Purposes Committee moved that the minutes of the meeting held on 16th February 2009 be accepted. Cllr Mrs Weir raised that the Christmas Lights Committee was supposed to meet that week and she was concerned to learn that the Christmas tree was going to be removed. The Chairman noted her comment and said HPC would find a way of revisiting that issue. He asked Members if they agreed that the Minutes be accepted and Members agreed.

13. **Representative Reports:**

Hockley & Hawkwell Old Peoples Welfare committee – Cllr Mrs Weir – no meeting.

Rochford Old Peoples Welfare committee – Cllr Dickson had nothing to report.

Rochford Hundred Assn of Local Councils – Cllr Dickson reported there would be a meeting soon and as a Member of the EALC he informed there

would be a road show run by RCCE and he had a place on that representing HPC.

Hawkwell Village Hall – Cllr Mrs Weir – no meeting. Cllr Mrs Glynn asked of Cllr Mrs Weir who had cleared the trees around the hall and why. Cllr Mrs Weir responded that Bill Royer as a Representative of the Hall Committee had arranged for a Contractor to trim the trees. They removed a very large fur tree and the Payback Team were tidying up the area and they had removed the ivy from the trees and some dead tree trunks. The Chairman asked Cllr Mrs Weir as the Representative on the Committee what role the Committee played in that process, to get some clarity and feed back to Cllr Mrs Glynn.

Ashington & East Hawkwell Memorial Hall MC – Cllr Mrs Chippette reported a meeting was to be rescheduled on 17th or 20th March 2009.

Public Transport Liaison Group – Cllr Mrs Weir. Cllr Mrs Heath asked Cllr Mrs Weir to put forward at the next meeting the issue of the number 8 bus service. She went on to say that ECC had agreed to do a survey to see how many people were using the evening bus. Cllr Mrs Glynn asked if Cllr Mrs Weir as the Representative of the Public Liaison Group had been invited to the meeting where the bus company met last week. Cllr Mrs Weir responded that she had not been invited. Cllr Mrs Barney informed that a driver on bus number 8 had encouraged passengers to complain and she complained about a bus displaying the incorrect destination, the Chairman asked the Clerk to make a note. Cllr Mrs Dorrell had accessed the bus company's website and she advised that the revised timetable was not available on it. Cllr Mitchell felt the times were inconsistent. Cllr Mrs Heath advised bus timetables had now been erected at the bus stops.

Partnership to Success: Crime & Disorder – Cllr James attended a meeting on 16th February 2009 but there was nothing to report.

Parish Plan: Moribund.

Neighbourhood Action Panel – Cllr James advised that they had some discussion about the community shelter at NAPS and they had advised that the request to provide lighting in the shelter, and the need to provide a litter bin should be kept in mind.

Central Area Committee – Cllr Mrs Weir reported there would be a meeting tomorrow night.

School Governing Bodies:

Holt Farm Infants School – Cllr Mrs Chippette said there was a Governors meeting on Wednesday.

Holt Farm Junior School – Cllr Mrs Dorrell – two committee meetings had occurred but she had been unable to attend.

14. **Payment of Accounts:**
There were no questions and Members accepted and agreed the Payment of Accounts.
15. **Summary of Decisions Taken:**
 - **Presentation by Scott Irving regarding Youth Shelter & Mural in Magnolia Park:** Brief agreed for theme to continue from the street, back in time to brickwork cottages and take it back to the forest, with the word 'Park' completing 'Magnolia Park'. Brief for Youth Shelter

to embrace 4 seasons for the walls incorporating youth sub culture. The Clerk to liaise with Scott Irving and invite him to attend a Parks and General Purposes Committee meeting in 4 weeks time, all Council Members to be invited. The Clerk to pass petition from the youth onto RDC.

- **Parish Identity:** The Clerk to make arrangements for a meeting of the established group.
- **Removal of Spoil from Churchyard:** Members agreed to remove item from Action list now that confirmation letter from RDC had been received.
- **Clerk to request a copy of insurance cover from Hawkwell Hornets:** The Clerk to go along to the church to see the Vicar to view the insurance policy.
- **EALC/Essex Training Partnership – Councillors to advise Clerk of any training needs:** Cllrs Mrs Heath and A James said they had training needs and were attending RDC programme.
- **Residents parking on verges:** The Clerk to speak to Steve Jones.
- **Invitation to attend Civic Service at Chelmsford Cathedral (26.3.09):** Cllr Dickson was attending and any other Members wishing to attend to advise the Clerk
- **Motion referred from Finance Committee to consider ‘That Council accepts the report presented by the Clerk and approved by the Parks and Open Spaces, Conservation and Footpaths Standing Committee at their meeting of 16th February 2009, and approves the purchase of a second tractor to be funded by drawing down money from the earmarked reserves set aside for funding such contingencies, whilst retaining the current machine.’** Members voted unanimously to move the motion.
- **Hockley Area Action Plan:** To delegate the examination and response to this document to the Planning Committee (papers in the office): Delegated to the Planning Committee to convene at their earliest convenience.
- **Electronic Trial:** Trial suspended, revert back to hard copy papers with a view to look at other ways in the future.
- **E-mail from Kiti Theobold re. Southend Airport/possible presentation to Council:** Members voted against inviting Kiti Theobold to attend meeting.
- **Southend Borough Council & RDC London Southend Airport & Environs Joint Area Action Plan (JAAP) – Consultation on Preferred Options. Full document available in office.** The Clerk to prepare copies for consideration by the Planning Committee.
- **Receive Committee/Working Party Reports since last meeting - Parks Committee:** Minutes of the Parks & Open Spaces Committee Meeting dated 16th February 2009 Agenda item 12 Glencroft Woodland – Letter & Petition from Hockley residents: to go back to the Parks Committee for consideration and amendment. Council approved the rest of the Report.
- **Hawkwell Village Hall:** Cllr Mrs Weir to feedback information to Cllr Mrs Glynn on the issue raised.

- **Public Transport Liaison Group:** Cllr Mrs Weir to raise at the next meeting the issue of the number 8 bus service. Clerk to note Cllr Mrs Barney's comment that bus displayed the incorrect destination

Chairman

Comments made after closure of the meeting:

Cllr Mrs Weir queried why the phone box at White Hart Shops had disappeared and she wasn't informed. The Chairman suggested she raise it at the CAC meeting.

Cllr Mrs Barney asked was there any decision on the Fayre. The Chairman replied there was no decision but the General Purposes Committee were meeting next week and it would be on the Agenda.

The Chairman showed Members the official certificate that proves HPC were a Quality Council.