

**Minutes of the meeting of
HAWKWELL PARISH COUNCIL
held on
Monday, 4th April 2011 in the Committee Room,
Freight House, Bradley Way, Rochford
at 7.30pm**

Councillors Present: Chairman V Leach, Vice Chairman J Dickson, Mrs J Barney, Mrs E Chippette, Mrs C Cunningham, Mrs M Dorrell, Mrs H Glynn, Mrs A Heath, R Mitchell, R Patient, D Weir, Mrs M Weir and Mrs P Young.

The Chairman welcomed Members to the last meeting of the municipal year and informed Members for information purposes that there would be no election in Hawkwell.

136. To receive apologies for non attendance at meeting:

Cllr D Eede (work) and District Cllr Jo McPherson. Members accepted the apologies tendered.

137. Declarations of Interest on any matter on agenda for 4th April 2011:

None.

138. To approve as a correct record the Minutes of the Meeting of Hawkwell Parish Council held on 7th March 2011 and to approve the destruction of the manuscript notes in respect of that meeting:

Members approved the Minutes of the Meeting of Hawkwell Parish Council held on 7th March 2011 and the destruction of the manuscript notes in respect of that meeting.

139. Financial Report (End of Financial Year 2011):

The Clerk reported the last day of March would be the close down of year end and it could be seen from the report how close things were; there was still the accruals to do and prepayments to adjust, some bills to come in, lots of adjustments to make - one of which at the close down would be to transfer £5K from the budget into the capital replacements account for vehicles etc therefore the actual 'spending' from the budget would show £164,777 rather than £159,777 and it was anticipated that next year would be equally as tight. There were no questions and Members accepted the Financial Report.

140. Action List Update:

The Clerk went through the progress report.

Parish Identity – Signs to be delivered 9.30am tomorrow morning; the Clerk would be assisting the Grounds man to fit them in-house as it was a 2 man job.

Parish Plan – restart – The Chairman advised that the Hawkwell Parish Plan Group had sent notice of its AGM taking place at Hawkwell Village Hall on Thursday, 7th April at 7.30pm; he emphasised that Members were welcome to attend to maintain and demonstrate support and the Clerk added the HPPG would greatly appreciate Parish Members presence.

The Power of Wellbeing – To be brought forward in June.

Parish Footpath Signs – The Clerk and the Chair of Parks were currently in discussion as to how the footpaths were to be shown in the final draft.

HPC Notice board – It was asked if the Clerk could chase a response from ECC and the Clerk advised making contact with them had become very difficult since the restructuring. Ongoing as per report.

Clerk to distribute CIF Fund 2010/11 document to Chair of Parks and General Purposes – Ongoing as per report.

Clerk to arrange for a sign on the Ashingdon Road at the entrance to footpath 7 – The Clerk advised he was waiting to hear from ECC but he expected the response would be negative due to the services under ground. Ongoing.

Clerk to explore electronic banking – Ongoing as per report.

Refer sign at Magnolia to GP – The Clerk had not had time so far, ongoing as per report.

Naps change of name – Members noted name change to NAMs.

141. Recommendation from Policy Committee regarding Membership of Standing Committees: ‘To have an upper limit of 9 volunteers on any standing committee, and in the event of there being an excess of volunteers, those who are to serve will be picked randomly from a hat including the names of all those willing to serve.’

Members debated reasons for and against the recommendation and that the point had been repeatedly raised in the past and strong views had been expressed. **Cllr Leach moved from the Chair that the recommendation be referred to the AGM, he advised that those Members uncomfortable with it may vote against it then. Cllr Dickson seconded. There was a show of hands and the motion to refer the recommendation to the AGM was carried.** Further discussion followed and the Chairman advised if any Member had any other ideas to make the selection of Membership of Standing Committees more sensible they were encouraged to get in touch with the Clerk to present an amendment. The Clerk clarified it was within the regulations that a motion on notice could be put forward for consideration 7 days before the AGM should a Member wish to make an amendment. It was queried whether a list of Members’ preferences on committees would be distributed and the Clerk advised that he had not done so before but if they wished him to do so he would need to be advised of their preferences prior to the meeting.

142. Correspondence:

The Chairman went through the correspondence one by one.

- 1. Letter from RDC re. Parish/Town Councils representation (RHALC)** – Cllr Mrs Glynn requested it be recorded that she would take no part in any debate whatsoever.

This was discussed at length and Members expressed surprise to see this letter. Cllr Dickson drew Members attention to Recommendations 1 and 2. The Chairman proposed it be referred to the Policy Committee to consider a response, Cllr Mrs Heath seconded and it was pointed out that a meeting of the Policy Committee would need to be called before the AGM. The Clerk clarified that as Officers of the RHALC, Clerks were not voting Members, they managed the affairs of the association; the Clerks involved were clear that RDC had no legal rights to intervene in the workings of the RHALC at all and they, Officers, would recommend to the RHALC membership that RDC be told they could not interfere. There were 14 parishes in the district all were Members of the RHALC and if the RHALC member parishes wanted representation on such outside bodies, it was their right to approach that outside body to request it. Members

agreed that RDC had no right to dictate terms to RHALC on this matter. **The Chairman asked Members if they were content for the Minutes to transfer the view of Council rather than hold a Policy Committee Meeting to consider it and this was agreed.**

2. **Letter from RCCE re. Essex Legacy 2012 Open Weekend** – Members agreed to refer to GP Committee for consideration and decision.
3. **Letter from ECC Leaders Office re. ‘Call for Ideas’** – It was agreed that it would be appropriate to share the information with the Hawkwell Parish Plan Group and Members were asked to consider ideas and report back; in the interim the Clerk to pass the information to the HPPG for consideration.
4. **Hawkwell Parish Plan Group – Notice of AGM** – The Chairman reiterated this was discussed above in Minute 139 and he looked forward to seeing Members at the AGM.
5. **Letter from ECC re. Invitation to review session (12th April) Salt Bag Trial** – Members approved for the Chairman to attend to represent Council.
6. **Letter from ECC re. ‘Wildlife & Countryside Act 1981, sec 53, Definitive Map Modification No. 421. Order confirmed** – This was noted.
7. **Letter from ECC re. ‘Wildlife & Countryside Act 1981, sec 53, Definitive Map Modification No. 415. Order confirmed** – This was noted.
8. **Letter from RDC re. Move from Area Committees to Community Forums** – Cllr Mrs Glynn requested it be recorded that she would take no part in any debate whatsoever.

The information was noted and Members expressed discontentment that the change was not mentioned at the last CAC.

The information available in the Office was noted.

143. Receive Committee/Working Party Reports since last meeting:

Planning Committee

Cllr Mrs Weir, as Chair of Planning, moved that the minutes of the meetings dated the 7th & 23rd March 2011 be approved and this was accepted.

Policy Committee

Cllr Dickson as Chair of the Policy Committee moved that the minutes of the meeting dated 14th March 2011 be approved and this was accepted.

Parks Committee

Cllr Mrs Weir as Chair of Parks moved that the minutes of the meeting dated 14th March 2011 be approved and this was accepted.

General Purposes Committee

Cllr Mrs Glynn as Chair of General Purposes moved that the minutes of the meeting dated 14th March 2011 be approved and this was accepted.

Finance Committee

Cllr Leach moved that the minutes of the meeting dated 14th March 2012 be accepted and this was agreed.

144. Representative Reports:

Hockley & Hawkwell Old Peoples Welfare committee – Cllr Mrs Weir attended a meeting last week and reported that things were going well; they intended to redecorate and fund raising activities were taking place selling quiz sheets and a visit to the Dog Racing was planned.

Rochford Old Peoples Welfare committee – Cllr Dickson attended the last meeting and reported it was very productive.

Rochford Hundred Assn of Local Councils – Cllr Mrs Dorrell/Cllr Dickson – no meeting.

Hawkwell Village Hall – Cllrs Eede/Mrs Weir – the Clerk reported bookings were down, their bank balance was healthy but they were worried about the future in terms of lower bookings.

Ashingdon & East Hawkwell Memorial Hall MC – Cllr Mrs Chippette – no meeting.

Public Transport Liaison Group – Cllr Mrs Weir reported there was discussion about the height of flags on posts and the Wyvern Community Transport service going through Canewdon was talked about.

Community Safety Partnership – Cllrs Mitchell/Mrs Young – the Clerk advised the agenda stated ‘Crime & Disorder Partnership’ which should have read ‘Community Safety Partnership’ and this was noted. Cllr Mrs Young informed the next meeting was due on the 9th May and she would attend and Cllr Mitchell gave his apologies as he would be on holiday.

Parish Plan Group – Cllrs Leach/Mrs Weir – See Minute 139 above.

Central Area Committee – Cllr Mrs Weir reported that she only found out it was the last meeting of the CAC after talking to Cllr J Mason after the meeting took place; the move to Community Forum was a big change, Parishes could send a representative along but it was unclear as to whether they could take part.

145. Information Reports:

Holt Farm Infants School – Cllr Mrs Chippette reported that a meeting of Finance had taken place to set the budget. Questioned about the nursery plans, she advised it seemed to have taken a backward step at the moment.

Holt Farm Junior School – Cllr Mrs Dorrell informed a meeting was due to take place that week to agree the finance budget.

NAMs Reports – Cllr Mrs Young reported there was a meeting on the 16th but unfortunately she couldn’t attend. A scheduled meeting was cancelled at short notice and she had asked if the meetings could be shifted to Monday nights towards the end of the month to avoid a clash with Council meetings.

146. Payment of Accounts:

Members approved the list of payments and there were no questions.

147. Summary of Decisions Taken:

- Recommendation from Policy Committee regarding Membership of Standing Committees to be referred to the AGM. Any amendments to be put forward as motion on notice to be passed to the Clerk 7 days prior to the AGM.
- Members to advise the Clerk of their Committee preference in order to compile a list.
- Agreed the view of Council be transferred via the Minutes with regard to RDC’s letter re. Parish/Town Councils representation (RHALC).

- Letter from RCCE re. Essex Legacy 2012 Open Weekend to be referred to GP Committee for consideration and decision.
- Letter from ECC Leaders Office re. 'Call for Ideas' – the Clerk to share with HPPG and Members to consider ideas and report back.
- Chairman to attend Salt Bag Trial (12th April).

Cllr Patient moved a vote of thanks for the courteous and effective manner in which the Chairman conducted the last Council meeting in the municipal year; Cllr Dickson seconded that and the Chairman thanked Members for their support.

The Chairman advised that Cllr Mrs Dorrell would not be standing next year and thanked her very much for her work during her long standing service.

The meeting closed at 8.20pm.

Chairman