

**Minutes of the meeting of
HAWKWELL PARISH COUNCIL
held on
Monday, 6th September 2010 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 T Bateman, Mrs E Chippette, Mrs C Cunningham, Mrs M Dorrell, D Eede, Mrs H Glynn, Mrs A Heath, R Mitchell, R Patient, D Weir and Mrs M Weir.

Also Present: Sarah Brind, Senior Development Officer - Rochford Housing, Jo McPherson, South Essex Youth Volunteer Development Manager & District Councillor, Members of the Parish Plan Group - Mrs P Harris, Mr R Harris and Mr E Short and Mrs Pauline Young – applicant for co-option to Council.

The Chairman welcomed the visitors and advised standing orders would be suspended at agenda item 58. to receive a presentation by Sarah Brind from Rochford Housing.

55. To receive apologies for non attendance at meeting:

District Cllrs D Stansby (another meeting) and J Mason (another meeting).
Members accepted the apologies tendered.

56. Declarations of Interest:

Cllr Mrs Glynn advised that she would declare any interest if they occurred during the meeting.

57. To approve as a correct record the Minutes of the Meeting of Hawkwell Parish Council held on 17th July 2010 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 17th July 2010 and approved the destruction of the manuscript notes in respect of that meeting.

58. Presentation by Sarah Brind of Sanctuary Housing Group:

Sarah Brind, Senior Development Officer - Rochford Housing gave a detailed presentation covering the following topics:-

- Delivery of Affordable Housing in the Rochford District
- Rochford Housing Association
- Sanctuary Group
- Affordable Housing
- Social Rented Housing
- Intermediate Housing
- Affordable Housing in the Rochford District
- Planning – Local Development Framework
- Planning
- Parish and Town Councils
- Identification of Housing Need

- Site Search
- Typical Development Sites
- Design
- Planning
- Construction
- Completed Schemes
- Funding

Questions:

- Site in Hawkwell came forward for 330 houses giving 100 social houses but District Council reduced the site numbers to 175 still giving 45 social houses, therefore feel that Hawkwell are fulfilling its share!
- If social housing should be 35%, is that compulsory or voluntary?
- Is it written into a contract if a development is approved?
- Previous Garage site on the Ashingdon Road - plans were passed by RDC including 35% for social housing, however once development was started the company put them on the market and every one of them was bought by an individual developer!
- How far would the housing association negotiate to take the social housing on?
- Are developers obliged to go to you first and foremost or is it a competitive market whether they can go to any registered landlord?
- Field land mentioned in presentation, do you mean green belt?
- Does the 'right to buy' still exist?
- If someone has the right to buy after 3 years they can sell it to whoever they want to!
- If someone goes into shared ownership but unfortunately can't keep up the mortgage payments, what happens then?
- Can housing be rented by the Councils waiting list?
- Several sites being looked at for future development, are they Rochford district or in our parish and are they brown field sites or green belt?
- What is interpretation of coming to a parish council, are you waiting to push for more land, what would you like from us?
- Anyone who develops properties today is out to build as many houses as possible to make a profit!
- Who investigates whether the people are local or not?
- How is the survey carried out and what does it consist of?
- When you say local people, do you mean within the parish and would the parish be able to nominate?
- Would you get in touch with the Parish Council to investigate?
- 35% have got to be affordable housing – who builds them and who pays?
- If a survey identifies a need for social housing and say 30 houses were to be built in the same area and the local people were opposed – what do you do then?
- Do you check the infrastructure?

Sarah Brind answered all questions and the Chairman thanked her for her presentation. She left the meeting and the Chairman reinstated standing orders.

59. Financial Report (August 2010):

The Chairman referred Members to the report. He advised in another month Council would be half way through the financial year, total expenditure to date was £75,619 which was slightly over in terms of expenditure but he had no concerns. There were no questions and Members accepted the Financial Report.

60. To consider 2 applications for co-option to 2 vacancies on Council:

Mrs Pauline Young

Mr Gavin Pearce

The Chairman advised that unfortunately Mr Pearce was not present, no apologies had been received from Mr Pearce but the Chairman stressed that he had been unable to access the office email that day where there may have been a communication from him and he would ask the Clerk to check.

The Chairman welcomed and introduced Mrs Pauline Young.

Cllr Mrs Glynn stated that Mrs Young resided in the western side of the parish, Members had perused her CV, it was a pleasure to find someone of her calibre seeking to join Council and she went onto propose that Mrs Young be co-opted to the vacancy within Hawkwell Parish Council. Cllr Eede seconded.

Cllr Dickson queried if the motion was in order and stated the process of election had been neglected. The Chairman agreed that was also his concern; there was a process to be observed, he addressed the visitors and asked them to leave the room.

Cllr Weir felt very strongly that procedures should be adhered to and Members began a weighty debate.

Cllr Patient congratulated Mrs Young on her achievements and asked her what motivated her to become a parish councillor. There were no further questions and the Chairman asked Mrs Young to leave the room. **Cllr Mrs Glynn proposed that Mrs Pauline Young be co-opted to a vacancy within Council and Cllr Eede seconded. The Chairman requested Members to vote on the proposal put forward and the motion was carried.** Cllr Dickson clarified Mrs Young would not be entitled to vote on her return to the meeting and her role as Councillor would commence next month. Cllr Patient urged that Council get a communication from Mr Pearce.

61. Draft Summer Fayre Report:

The Chairman apologised to Members of the Working Group that he had been unable to call a meeting. He referred Members to his report and asked for feedback, Cllr Mrs Weir felt the report summed up the event well and Members comments had been taken on board. Members accepted the document and the Chairman said he would send a copy to the Rugby Club for their comments, which he would circulate on receipt.

62. Rochford District Council Review Committee – Review of Area Committees:

Members were referred to the 'Role Profile for Parish/Town Councillors who are Members of an Area Committee' document to address the Key Actions. Members felt HPC ought to respond formally putting forward its views and commented:-

- Cllr Mrs Weir did a good job as the HPC representative.
- The main complaints from parishioners were that they put forward questions and never get any feedback or answers.
- The CAC refer you back to minutes that cannot be found!

- Some really great intellectual, pertinent questions put forward and they weren't answered.
- Negative answers given and not enough answers.
- Get Officers from ECC and RDC to answer the questions asked.
- What appears on the next update is unrecognisable to the questions put forward.
- Large turn out of parishioners attended a Hullbridge meeting to discuss housing and the subject was pushed aside, the public left and never came back.
- Lots of positive things come out of the CAC but public participation is not good.
- Cynicism of the public in relation to treatment of them by Councillors.
- Meetings held in Hullbridge at a time when no bus service available.
- The venue needs to be appropriate to the content of the meeting.
- Meetings not publicised enough, not enough public awareness.
- More notice needed.
- Emphasise HPC willingness to use noticeboard/newsletter.
- Members rejected the last paragraph of the document.

The Chair asked if Members were content for the Clerk to pass the comments to Paul Gowers (Overview & Scrutiny Officer) as a provisional comment and advised that part of the meeting would not be formal HPC policy until the minutes came back to Full Council. Members confirmed their agreement.

63. Action List Update:

The Chairman went through the progress report.

Parish Identity – the Chairman to instruct the Clerk to put item on agenda next week.

Parish Plan – restart – Cllr Mrs Glynn asked the Chair of the PPG, Eddie Short how much response had been received from the Ashingdon Fete. He replied 40 mini questionnaires had been returned but in all they had canvassed 3 fetes and had got over 200 mini questionnaires and had encouraged people to attend the forthcoming workshops. Cllrs Mrs Glynn congratulated the PPG.

CIF Bid – Youth Project – Cllr Patient informed a site visit had been set for the 15th September and urged it would be useful if as many Members as possible could go along to that. Jo Mcpherson suggested the time of 5.45pm running to about 7pm and clarified the address as the New School, Wakering High Street.

The Power of Wellbeing – Members agreed to leave item on action list.

Parish Footpath Signs – the Chair reported that the signage looked fabulous – there was just a minor adjustment needed to the positioning of Clements Hall.

Purchase of equipment for dealing with inclement weather – equipment ordered, salt in stock.

Rep from David Wilson homes to forward copy of plan showing green areas – Members agreed to remove the item due to the application being rejected.

Clerk to advertise a second vacancy and send a letter of thanks to Alan James – Letter sent to Alan James and one candidate co-opted above. Members agreed to remove item.

Clerk to invite Sarah Brind from Rochford Housing Association to September meeting – completed – item to be removed.

64. Correspondence:

1. **Email from Legal Services, RDC re. Independent Remuneration Panel – Parish/Town Council** – The Chairman asked Members if they agreed to refer item to the Finance Committee. Cllr Mrs Heath raised that she felt Members should be allowed to claim for mileage to come to meetings in the climate of rising fuel prices and if it costs people to attend they would feel less inclined to do so. Members began a lengthy debate on travel expenses. The Chair advised to achieve an informed decision Council would need to give the Clerk time to figure out the impact that travel expenses would have; then the Finance Committee could discuss the financial implications and it would come back to Full Council for ratification. Members agreed to refer to Finance.
2. **Email from RDC re. National Domestic Awareness Week (22-26 Nov)** – It was agreed that this issue should be considered for an article in the next Newsletter.
3. **Letter from Citizens Advice Bureau – Update on work in Hawkwell Parish** – Noted.
4. **Letter from RAVS, re. Community Forum Breakfast (15th September 2010)** – Cllr Mrs Cunningham volunteered to attend – the Chairman to ask the Clerk to contact Cllr Mrs Cunningham the following day and RSVP by 8th September.

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

65. Representatives Reports:

Hockley & Hawkwell Old Peoples Welfare committee – Cllr Mrs Weir advised a local Doctor was elected Chairman again. Some financial problems had been experienced, possibly the result of employing people and not fully realising the implications of the ongoing costs. Other than that they had done quite a lot of fund raising and it was running okay.

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

Rochford Hundred Assn of Local Councils – Cllr Dickson – nothing to report.

Hawkwell Village Hall – Cllrs Eede/Mrs Weir – Cllr Mrs Glynn asked for an update on the noticeboard request. Cllr Mrs Weir advised that a negative response had been received from the Hall Committee and neighbouring landowner both against HPC having its own noticeboard. It was agreed the Noticeboard issue would be put on the General Purposes agenda to be discussed at the next meeting.

Ashingdon & East Hawkwell Memorial Hall MC – Cllr Mrs Chippette reported the Committee were slowly gaining funds. There was a quiz night coming up on the 9th October which she recommended.

Public Transport Liaison Group – Cllr Mrs Weir – no recent meeting but informed about the change of contractor for the evening service and now operating as a shuttle service between Hockley and Rayleigh. Cllr Dickson complained that it was not possible to travel from Hawkwell to Southend on the bus after 6pm and one would have to change buses when travelling from Hawkwell to Rayleigh. He declared that 2 thirds of the parish were being denied a bus service!

Crime & Disorder Partnership – Cllr Mrs Glynn volunteered to take on the representation and suggested Mrs Pauline Young go along with her to a meeting. However, Cllr Mitchell reminded that he may be able to provide representation and

would confirm once he had liaised with the Clerk to ascertain if meeting dates were suitable.

Parish Plan Group – Cllr Mrs Weir felt the PPG was performing better than anyone could have expected and the Chairman thanked and congratulated the Members of the PPG for really making progress.

Central Area Committee – Cllr Mrs Weir referred to the bridle path at the end of Hawkwell Park Drive and advised the request for post and bar fencing had been thrown out by the central area committee as cedar fencing was already in place. Members complained that the fencing was continually getting knocked over; Cllr Mrs Heath suggested if a small gap was left in the fencing for the children to get through it may resolve the issue. The Chairman suggested the Clerk be asked to find out why the project was rejected and make efforts to get it reinstated. The Clerk to pursue.

Information Reports:

Holt Farm Infants School – Cllr Mrs Chippette reported a meeting of School Governors was due later in the month.

Holt Farm Junior School – Cllr Mrs Dorrell - nothing to report.

NAPs Reports – Cllr Mrs Heath reported the arrival of a new officer – Officer Tween to replace Steve Joynes who was promoted to Acting Sergeant. Cllr Mrs Glynn wished to congratulate Steve Joynes for what he had done for Hawkwell and Hockley and the Chairman confirmed the Clerk had contacted him separately to thank him on behalf of HPC.

66. Payment of Accounts:

Cllr Patient queried the Essex Pension Fund payment of £896.27 noted as the ‘July contribution’ as being very high. The Chairman was reasonably certain that the payment was made quarterly hence the amount but he would seek clarification from the Clerk.

Cllr Mrs Glynn questioned dog bin emptying payment to RDC and the Chair confirmed the Clerk negotiated 15% discount and reminded Members that the Clerk was given approval to get the best deal he could get. Cllr Mrs Glynn requested an update as to whether the Clerk had spoken with other Parish Clerks to attempt to achieve a combined discount and the Chairman said he would refer the question to the Clerk.

Cllr Mitchell reported that a bin had been stolen – the Clerk to follow up.

There were no further questions and Members were content to accept the payment of accounts.

67. Summary of Decisions Taken:

- Council approved co-option of Mrs Pauline Young.
- Draft Summer Fayre Report approved.
- Cllr Leach to send a copy of Summer Fayre Report to Rochford 100 Rugby club for comment.
- The Clerk to pass on HPC’s observations regarding Review of Area Committee to Paul Gowers as a provisional comment.
- Parish Identity to be placed on next GP agenda.
- Items to be removed from Action Update list:-
 - Rep from D Wilson homes to forward copy of plan showing green areas;
 - Clerk to advertise a second vacancy and send letter of thanks to A James; and

- Clerk to invite Sarah Brind from Rochford Housing Association to September meeting.
- Email from Legal Services, RDC re. Independent Remuneration Panel – Parish/Town Council - Clerk to put together travel expenses figures and item to be passed to Finance Committee.
- Email from RDC re. National Domestic Awareness Week (22-26 Nov) to be considered for Newsletter article.
- Letter from RAVS, re. Community Forum Breakfast (15th September 2010) – Cllr Mrs Cunningham to attend. The Clerk to respond by 8th September.
- HPC Noticeboard issue to be placed on next GP agenda.
- The Clerk to contact Cllr Mitchell regarding Crime & Disorder Partnership meeting calendar.
- The Clerk to investigate why the request for post and bar fencing on the bridle path at the end of Hawkwell Park Drive was rejected by the CAC and make efforts to get it reinstated.
- The Clerk to clarify query regarding Essex Pension Fund payment of £896.27.
- The Clerk to respond to Cllr Mrs Glynn’s query regarding getting together with other Parish Clerks to achieve a combined discount from RDC re. dog bin emptying.
- The Clerk to follow up Cllr Mitchell’s report of a stolen bin.

Chairman