

**Minutes of a meeting of the
GENERAL PURPOSES COMMITTEE held on
Monday, 10th November 2008
In the Committee Room, Freight House, Bradley Way, Rochford**

Committee Members Present: Vice Chairman Cllr A James, Cllrs Mrs C Cunningham, Mrs J Fern, Mrs A Heath, K Holmes, R Mitchell, R Patient, D Weir and Mrs M Weir.

1) Apologies for non-attendance at meeting:

Cllrs J Dickson (poppy appeal), Mrs H Glynn (unwell) and V Leach (work). Members noted and accepted the apologies tendered.

2) Declarations of interest:

There were no declarations of interest.

3) To approve Minutes of the Meeting held on 6th October 2008 and to approve the destruction of the manuscript notes in respect of that meeting: Members approved the Minutes of 6th October 2008 as a true record and agreed to the destruction of the manuscript notes.

4) Actions List Update:

The Clerk updated Members on the progress.

- **Village Plan Project:** Letters to be sent to the original signatories.
- **CCTV Camera for Hawkwell Shops:** Review next month and make a decision.
- **Seats:** Need to send off tender.
- **Graffiti initiative in Magnolia:** Artists to be invited to Full Council in January with design concepts.
- **Youth Project:** Building to be complete 10th November 2008.
- **Christmas Lighting review:** Expenditure approved, lights ordered, awaiting delivery.
- **Parish Identity Group:** Meeting of working group to be scheduled, provision in 2009/10 draft budget for expenditure.
- **Web Site:** Meeting being scheduled for w/c 10th November 2008.
- **Litter Bin for Churchyard:** Bin ordered, needs to be galvanised, expect couple of months.
- **Petition for new Zebra Crossing:** Referred to Highways.
- **Cleaning of bus shelters:** Monitoring system in place. Reports due on 1st of the month.
- **Christmas Tree/Christmas Tree Lights:** Sourced 20ft Christmas tree from Hurleys, contribution of £50 to pay towards it. Tree lights to be purchased. Cllr James asked the Clerk for an update on progress regarding planting a Christmas tree for next year and the Clerk replied he had emailed Geoff Dawson.

5) Financial Report:

The Clerk went through the Financial Report. He informed in cost centre 203 there was no expenditure there at present but as the Christmas celebrations got under way costs would be incurred. Cllr Holmes asked if HPC were funding the ceremony at the opening of the youth shelter and the Clerk confirmed that there would be expenditure. In respect of the Youth, no money had been spent so far other than for the Youth Shelter there would be an under spend by the end of the year. Members accepted and agreed the report.

6) Finance Planning for 2009/10:

a) Timetable for Planning Work

The Clerk went through the timetable and Members noted.

b) Mid term Review of Strategic Plan:

The Clerk advised Members of the processes of the Strategic Plan.

c) Development of Operational Plan for 2009/10:

Cllr Mrs Heath referred to complaints received regarding parking on grass verges. The Clerk replied it had to be decided whether the parking was causing an obstruction as to whether it was an offence or not. Cllr Mrs Heath referred to Southend Council putting up signage to prevent parking on grass verges and the Clerk informed that Southend Council had introduced a by law so they could put up signage.

Cllr Holmes referred to the pedestrian crossing and said from an operational point of view should HPC include that they are going to work with the highways to ensure safety of pedestrians. The Clerk asked what would the operational outcome be – it was not within the Councils gift therefore it could not deliver it. He went on to say the Council had specific powers under ‘2006 Safe Environment’ to put up speed signs. There was a need for more specific objectives on traffic calming and it had to be measurable.

Cllr Mrs Weir asked if the Council should explore turning off street lighting earlier. Cllr Mrs Heath asked the Clerk to advise where the lights were and he confirmed there were 119 street lights in un-adopted roads and back streets. Cllr Holmes felt given that most of the lights were in back streets the implications of turning them off would need to be considered, he felt it beneficial for the interest of parishioners to leave them on through the night despite the rising cost each year. Members agreed to up the budget to £4.5K.

d) Development of Draft Budget:

The Clerk had produced proposed budgets which Members examined and the following alterations were made.

Cost Centre 201

4014 Street Lighting – increase budget to £4.5K

4040 Equipment & Maintenance - £4K omitted from last column, to be included.

The Clerk to include a capital bid for an extra seat.

7) Xmas Lighting Ceremony:

Members discussed the possibility of the majorettes performing at the Ceremony but felt from a health and safety point of view it would be impractical. Cllr Mrs Heath asked the Clerk to keep the details to bear in mind for the Summer Fayre. The Clerk to reply to email.

8) Christmas Parcels – Update:

Cllr Mrs Weir informed Members the timetable had been approved, all was running smoothly. Parcels to be packed 4th December 2008 at 2pm in the office.

9) Summary of actions/decisions:

- 201/4014 Street Lighting – increase budget to £4.5K.
- 4040 Equipment & Maintenance - £4K to be included in last column.
- Include extra capital for purchase of a seat.
- The Clerk to respond to email from Angela Jemson, Rochettes Majorettes.

Chairman