

**Minutes of a meeting of the
GENERAL PURPOSES COMMITTEE held on
Monday, 11th April 2011
in the Committee Room, Freight House, Bradley Way, Rochford.**

Councillors Present: Vice Chairman Cllr R Patient, J Dickson, V Leach, R Mitchell, D Weir, Mrs M Weir and Mrs P Young.

Cllr Mitchell moved that the relevant Standing Order be suspended to enable the meeting of the General Purposes Committee to commence on the rise of the Parks Committee on the basis that all Members were present after apologies for absence were taken into consideration. Cllr Patient seconded and the motion was carried.

78. Apologies for non-attendance at meeting:

Cllr Mrs C Cunningham (unwell), Cllr Mrs H Glynn (another meeting) and Cllr Mrs A Heath (family illness). Members noted and accepted the apologies tendered.

79. Declarations of interest:

There were none.

80. To approve the Minutes of the Meeting held on 14th March 2011 and to approve the destruction of the manuscript notes in respect of that meeting:

Members approved the Minutes of the Meeting held on 14th March 2011 as a true record and agreed to the destruction of the manuscript notes in respect of that meeting.

81. Actions List Update:

The Clerk went through the action points and reported on progress:-

- **New Parish Council Noticeboard at Hawkwell Village Hall:** The Clerk to follow up with ECC.
- **Members to report to GP Committee feedback/comments re bus shelter survey:** The Clerk informed that Cory had been reluctant to quote for something they felt they were unlikely to get therefore he had asked them to quote a price they thought was correct and this was awaited.
- **New Bus shelters:** Awaiting answer from ECC, ongoing.
- **Review light in alleyway at Hawkwell Chase:** Ongoing as per report.
- **Corporate Identity:** As per the report, signs to be erected soon. Cllr Leach raised concern of people exiting from Magnolia Road to Rectory Road too quickly causing a genuine hazard for those coming out of Magnolia Park. He reiterated that many ideas had been discussed to slow traffic and he recommended a 'Stop at the Gates' sign be put on the wall, covering Council in the event of an accident; a repeater sign would already be in place overhead on the barrier, once signage erected. He thought a sign could be professionally produced for £30/£40. The Clerk reminded that the wall would be painted after the elections during the street art project and asked if Members thought some sort of notice could be incorporated into that. Feasibility was discussed of incorporating this onto the corner of the wall and the Clerk was instructed to explore this and report back.
- **Clerk to enquire re use of payback team in adverse weather:** The Clerk was asked to clarify the situation and he reported that the team could be used for clearing snow if they were available; he confirmed that they did work on a Sunday and he

would liaise with them as and when needed. Members were content for the item to be removed from the list.

- **Agreed to contribute £150 to street art project:** As per report, contribution despatched but project postponed until after election as District Councillors unable to appear in any publicity. Cllr Leach added that despite there being no election in Hawkwell, Councillors were still in purdah.
- **Hawkwell Common Christmas Tree:** The Clerk went through his comments in the report and advised the recommendation from Andy Day was to plant a big species tree and he asked Members to recognise this. A suggestion was to site the tree on the corner of Whitehart Road near the telephone box and the Christmas celebration event could be held facing there; one of the trees was to come down due to disease and it would fit in with RDC. Queried if there would still be time for the tree to be planted and settle in, the Clerk advised it would probably be planted in the Autumn and a contractor would need to be employed due to the size of the root ball. It was queried as to whether Council had the funds for this and the Clerk informed £5K was available in the budget and the project would probably use up all of it. There was a discussion on the use of the trees left lying at the Christmas tree farm and the Clerk clarified that the Christmas tree farm had run a purchase and return service to enable people to dispose of their Christmas tree there. The Vice Chairman made comment that the project may exhaust the whole of the capital program and Members were content for the Clerk to come back in May with more information, costs etc.
- **Royal British Legion – Big Poppy Weekend** – No interest had been shown by the RBL and this was noted.
- **Fashion Show** – The Clerk advised it was likely the final fashion show would be held at the Hawkwell Village Hall and he asked Members if they were happy to go along with that if it materialised and they were.

82. Financial Report and Copy of new budgets for 2011/12:

The Clerk went through the report and advised it was very tight; GP were over spent by £6K but this would be balanced by the £6K grant after the final adjustments were done; very little (£300) was spent from the youth budget of £1K which helped to counterbalance the over spends. He went through the new 2011/12 budgets and informed there was a slight increase and pointed out the youth budget was very small (£500) and there was £5K specifically for Christmas celebrations. There were no questions and Members accepted the reports.

83. Operational Plan:

The Vice Chairman read out bullet point 1 and asked the Clerk if that was a reality. He responded there was £2K in the budget which would buy half a bus shelter and it depended if ECC reviewed their bus shelters again. Cllr Mrs Weir questioned whether there would be any more grants for bus shelters and the Clerk said he could write and ask the question and if it was a negative the budget could be reviewed for re-glazing; this was agreed.

Re bullet point 2 the Vice Chairman commented it was doubtful the budget would stretch to buying too many more lights as it would likely be exhausted by the planting of a species tree for Christmas and he recommended a meeting of the Christmas Lighting Working Group as soon as possible after the AGM, this was agreed.

Members agreed bullet points 3 and 4. With regard to bullet point 5 Cllr Mitchell requested consideration be given to installation of halo lights at the zebra crossing on Main Rd (near Brookside) to highlight visibility. The Clerk commented that he was

concerned about installing the crossing in the first place as he felt it was a dangerous place to site it but he would ask ECC Highways about it if Members wished and they did.

84. Essex Legacy (RCCE) referred from Full Council:

The Clerk informed that in the absence of his assistant he had omitted the relative papers for which he apologised and recommended the item be carried over to the next meeting. This was agreed.

85. Christmas Celebrations – Christmas Tree on Hawkwell Common:

Discussed in minute 81 Action List Update, bullet point 8, see above.

86. Note repair costs for Bus Shelters and exhaustion of 2011-12 budget:

Discussed in Minute 83 Operational Plan, see above.

87. Summary of actions/decisions:

- The Clerk to chase up with ECC re. New Parish Council Notice board at Hawkwell Village Hall.
- The Clerk to explore incorporating ‘Stop at Park Gates’ signage on the corner of the wall within the street art project and report back.
- Item to be removed from action list - Clerk to enquire re use of payback team in adverse weather.
- Members agreed for the Clerk to report back in May with information and costs for planting a species tree.
- Members content for Fashion Show to be held at Hawkwell Village Hall.
- Christmas Light Working Group Meeting to be arranged as soon as possible after the AGM.
- The Clerk to ask ECC Highways about installation of halo lights at Main Road (near Brookside) zebra crossing.
- Essex Legacy (RCCE) referred from Full Council to be carried over to next meeting.

The Vice Chairman wished to note his thanks to colleagues Cllrs Mrs Dorrell and Mrs Glynn for their contribution and that before new Chairmen be elected next month something should be said about the longer standing ones.

Cllr Leach requested to return to Agenda item 4. Action Update List - Corporate Identity and the Vice Chairman agreed. All discussion relating to this was recorded above in Minute 81, bullet point 5.

The Chairman declared the meeting closed at 8.45pm.

Chairman