

**Minutes of a meeting of the
GENERAL PURPOSES COMMITTEE held on
Monday, 13th September 2010
In the Committee Room, Freight House, Bradley Way, Rochford.**

Committee Members Present: Chairman Cllr Mrs H Glynn, Cllrs Mrs C Cunningham, Mrs J Fern, Mrs A Heath, R Mitchell, R Patient, D Weir and Mrs M Weir.

Also Present: Cllr Mrs P Young.

Cllr Mrs Glynn welcomed Cllr Mrs Young; she informed her of a vacancy on the committee and invited Cllr Mrs Young to join should she wish to do so.

11. Apologies for non-attendance at meeting:

Cllr V Leach (funeral). Members noted and accepted the apology tendered.

12. Declarations of interest:

There were no declarations of interest.

13. To approve the Minutes of the Meeting held on 17th May 2010 and to approve the destruction of the manuscript notes in respect of that meeting:

Cllr Mrs Heath referred to item 2. 'to elect a Vice Chairman' and requested that a re-election of Vice Chair be placed on the next meeting's agenda due to the resignation of Cllr James. Members agreed and the Chairman asked the Clerk to make a note. Members approved the Minutes of the Meeting held on 17th May 2010 as a true record and agreed to the destruction of the manuscript notes in respect of that meeting.

14. Actions List Update:

The Clerk went through the action point update list.

- **Gain permission to decorate 2/3 trees with Xmas lights/Request permission to erect Seasonal Decoration over the highway:** The Clerk reported the meeting with the supplier did not take place and that was to be re-arranged but he had discussed relocation of the foundation with Geoff Dawson. Cllr Weir urged that the project get underway to progress and the Chairman responded that the working group had a good meeting on the 23rd August and they were half way through their intended schedule. Cllr Mrs Glynn went onto inform Members as a District Councillor she had received paperwork advising where RDC were intending tree planting and this would incorporate Hawkwell Common. This pleased Members but it was felt strongly that input from HPC was needed; it was suggested that a Christmas tree be planted and as the common was used as an open space the bulk of planting would be preferred around the perimeter. Cllr Mrs Glynn said she would copy the paper for Members to review enabling representation from HPC to respond. Cllr Mitchell passed on a request from the Scouts for the large stump to be left for them for November 5th and the Clerk said he would speak to them.
- **Village Fayre:** Item to be closed.
- **Clerk to check progress of light out in alleyway at Hawkwell Chase:** The Clerk reported that the contractor had left the foundation to go hard and had put the lamp head on. The Clerk to visit the next evening for full appraisal.
- **New Parish Office sign at Hawkwell Village Hall:** Cllr Mrs Weir gave an update that the HVH Committee had looked at a drawing for a new notice board and had

rejected the request from HPC to site its own stating that as tenants HPC were not entitled. Members were astonished and felt that if that was the Committee's view why should HPC pay half towards the noticeboard? The Chairman gave an overview of her vision for future signage and Members discussed types and size. The Clerk advised it would be sensible to look at signage under the Parish Identity to give uniformity and same quality of design. Members suggested that 2 signs be purchased for one in the east and one in the west of the parish and this was debated. It was agreed that a new sign indicating the Parish Office was needed and there was a possibility of a free sign from ECC to be looked into. The budget was queried and the Clerk referred to Capital Projects. Potentially suitable site locations were discussed including the parcel of land between the edge of the first property and the Hall (going towards the shops) and between Hill Lane and Hawkwell Park Drive though Cllr Weir warned of the possibility of vandalism by the garage green area. After a lengthy discussion Members agreed to:-

- consider 2 locations,
 - look at sign type,
 - look at pricing,
 - reject funding for a new HVH committee noticeboard, and
 - take account of cost in next budget round.
- **Clerk to contact ECC to enquire about new bus shelters:** Installed – good comments received. Members requested that the new bus shelters be labelled with HPC, the Clerk advised it would have to be sign-written and Members agreed and instructed the Clerk to organise. It was reported that the Perspex had gone in shelter at Golden Cross and the Clerk noted. He advised the current bus shelter cleaning contract was due to expire in January and recommended a re-run to test the market. **Cllr Mrs Heath proposed Members accept the Clerk's recommendation, Cllr Mitchell seconded and the motion was carried.**
 - **Newsletter item on Christmas parcels:** Completed.
 - **Parishioner of the Year award:** Closed, agreed to remove from list.
 - **Youth Working Group to visit GW youth facility:** Visit arranged for 15th September. Cllrs Patient, Mrs Weir and Mrs Young volunteered to attend.
 - **Members to report to July meeting feedback/comments re bus shelter survey:** The Clerk advised that no feedback had been received but that consideration needed to be given in the planning round for any new bus shelters required next year. Members discussed potential locations if another free bus shelter could be acquired. Lascelles Gardens was disputed due to it being rejected previously and 3 locations were eventually agreed to be looked into including Holt Farm Way, Victory Pub and Nursery Corner. The Clerk noted.

15. Financial Report:

The Clerk advised that all was OK at present but money was now getting tight however with firm control he expected to be at budget by the end of the year.

16. Update on consultation with young people re. A Place to meet:

Cllr Patient gave an update that Members of the Youth Working Group met on 13th August with Jo McPherson (South Essex Youth Volunteer Development Manager), Tony Robinson (Essex Young Peoples Drug & Alcohol Service) and a senior Police Officer. At the time it was felt it was a useful debate and HPC agreed to fund to have meetings at Clements Hall on 2 dates and Magnolia Park once.

Cllr Patient referred Members to Jo McPherson's report from Consultation with Hawkwell Young People dated 31st August 2010 circulated by the Clerk. Cllr Patient went through

the report and its findings in detail and voiced his views and concerns regarding cost and practicality. Members discussed the report at length. **Cllr Mrs Glynn proposed from the Chair that Committee thank the youth service for the information, Members of the Youth Working Group visit the facility at Wakering as planned and at a later date review the Massive project.** Cllr Mitchell seconded and the motion was carried unanimously.

17. Consider grant request to the ECC South Area Forum for event in park next summer – Cllr Mrs Glynn:

Item adjourned due to time constraints - to be carried over to next meeting.

18. Letter from Wyvern Community Transport:

Item adjourned due to time constraints - to be carried over to next meeting.

19. Summary of actions/decisions:

- Election of Vice Chairman to be placed on next meeting agenda.
- The Clerk to organise for large tree stump to go to Scouts for bonfire night.
- Cllr Mrs Glynn to copy paper from RDC regarding tree planting in Hawkwell to enable representation.
- The Clerk to appraise light in the alley way at Hawkwell Chase.
- Members agreed to consider 2 locations for HPC noticeboard, style, pricing, include in next budget round and to reject funding for new HVH noticeboard.
- The Clerk to get newly installed bus shelters labelled with HPC.
- Members approved for the Clerk to re-run market test on bus shelter cleaning.
- Parishioner of the Year to be removed from Action List.
- 3 locations to be noted for consideration for new bus shelters in planning round.
- Members agreed to thank the youth service re consultation with young people, Youth Working Group visit to Wakering to go ahead and review Massive project at a later date.

The meeting was closed at 9.10pm to allow the meeting of the Finance Committee to commence (scheduled to commence at 9pm).

Chairman