

**Minutes of a meeting of the
GENERAL PURPOSES COMMITTEE held on
Monday, 14th September 2009
In the Committee Room, Freight House, Bradley Way, Rochford**

Committee Members Present: Chairman Cllr Mrs H Glynn, Vice Chairman Cllr A James, Cllrs Mrs T Bateman, Mrs E Chippette, Mrs C Cunningham, Mrs M Dorrell, Mrs J Fern, Mrs A Heath, K Holmes, V Leach, R Mitchell, R Patient, D Weir and Mrs M Weir.

1) Apologies for non-attendance at meeting:

Cllrs J Dickson (ex-officio) and the Clerk Mr S Mennell (holiday). 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 13th July 2009 and the Minutes of the Extraordinary meeting held on 20th July 2009 and to approve the destruction of the manuscript notes in respect of those meetings:

Members approved the Minutes of 13th July 2009 and 20th July 2009 as a true record and agreed to the destruction of the manuscript notes.

4) Financial Report:

The Chairman went through the Financial Report, there were no questions and Members accepted and agreed the Report.

5) Actions List Update:

The Chairman went through the action point update list.

- **Village Plan Project:** Public Meeting booked for 17th September in Hawkwell Village Hall, papers for publicity and for use on night produced. The Chairman asked Cllr Mrs Weir for an update and she expressed disappointment that she had not got the keys to open the notice boards to display the posters advertising the meeting. The Chairman asked the Minute Secretary to speak to the Office Administrator the next morning to organise for the posters to be displayed in the notice boards. Cllr Mrs Weir went on to say she had collected 100 leaflets in black and white and 100 in colour and produced 1200 herself, she had delivered most of the leaflets and placed posters in shops and she was to collect flipcharts and stationery from the office the next day. The Chairman suggested Cllr Mrs Weir produce a bill for copying the leaflets so that she may be reimbursed. Cllrs Mrs Bateman and Mrs Cunningham offered to give out some leaflets the next day. The Chairman wished Cllr Mrs Weir well for the meeting and hoped there would be a lot of interest. Cllr Mrs Heath asked if anyone else would be able to help out at the meeting and it was ascertained that Cllr Mrs Heath and Cllr Leach would be joining Cllr Mrs Weir, Cllr Mrs Glynn to check her diary.
- **Provide CCTV point for Hawkwell Shops:** Cllr James advised he had written to Steve Joynes and the outcome was that it was not recommended that a camera be installed but it was recommended to leave the post in place to provide lighting. Cllr James went on to say there was also a data protection issue and he then **proposed that the project to install a camera be abandoned whilst leaving the post in place as advised. Cllr Mrs Heath seconded.** Cllr Holmes queried why the Police did not recommend installing the camera. Cllr James read out the email from Steve Joynes to

clarify and he also read out the letter from Cllr Leach regarding the data protection issue. Members voted on the proposal put forward by Cllr James and the motion was carried.

- **Clerk to identify seats in need of repair and seek new locations for seats:** See agenda item 6.
- **Cleaning of bus shelters:** Cllr Mrs Cunningham notified that the bus shelter near the Victory pub was dirty with plants growing in it and Cllr Holmes advised the Perspex was broken at the shelter by the shops at the bottom of the hill. Cllr Leach said he would check to see if that was being dealt with.
- **Parish Seats:** Item being addressed at Parks meeting.
- **Gain permission to decorate 2/3 trees with Xmas lights/Request permission to erect Seasonal Decoration over the highway:** Working Group made recommendations and GP approved at extra-ordinary meeting on 20th July. Items approved for purchase had been ordered. The Clerk had written to landlords etc to finalise necessary approvals. Members were content. Item ongoing.
- **Village Fayre:** Meetings held for 2010 fayre and initial plans complete. Awaiting next steps by Working Group. Item ongoing.
- **Hourly bus service:** Members noted representations made by Parish and agreed to await updates from CAC and Transport Liaison Group Representatives. Cllr James queried which bus service this related to. Cllr Leach clarified it referred to the evening bus service number 8 and Cllr James requested the evening number 8 service be added to the description on the report. Cllr Holmes agreed and Members were content to amend the description.

6) **Street Furniture – Location of new seats:**

The Chairman asked Members for any suggestions. Cllr Mrs Weir suggested a seat be placed halfway a long Ironwell Lane, Cllr Mrs Heath felt there wasn't enough room as the lane must be open to traffic and there was potential for vandalism and pyromania. Cllr Leach recommended the Clerk be asked to investigate the feasibility. The Chairman agreed the possibility should be pursued, she asked Members if they were content with that and they were. There were no further suggestions and the Chairman advised some of the seats ordered were to be used in parks which would be raised at the Parks Committee following the meeting.

7) **Financial Planning for 2010/11:**

The Chairman went through the report and asked if there was anything the committee would like to see going in the budget.

- The Chairman highlighted the Committee had made certain in its budget that it had considerable monies to continue with the Xmas lights.
- Cllr Mrs Cunningham said she had received good feedback from parishioners wishing to have a bus shelter installed at Lascelles, although she was aware this could not be done, she felt there was lots of support to put one there. The Chairman specified the bus stop could not be moved but asked for it to be noted as a possibility to research.
- There was a need to review budget for Youth Project so that could proceed.
- Cllr Mitchell queried if the walls in Magnolia would be finished off with more graffiti art. The Chairman said it was a Parks issue but money for street art should be noted.
- The Chairman questioned whether it was envisaged for an increase in electricity costs and it was felt this was an issue for the Finance Committee.
- Cllr Mrs Heath queried lights being left on in some bus shelters at night and should they run on a time switch. It was felt the lighting in the bus shelters during the night cut down on vandalism. Cllr Mitchell queried replacing bulbs with new high pressure bulbs and

Cllr James felt they produced better light but were not cheaper to run. The Chairman suggested lighting in bus shelters be looked at for next years budget.

8) Summary of actions/decisions:

- Minute Secretary to speak to Office Administrator to organise for Village Plan Project posters to be displayed in the notice boards.
- Cllr Mrs Weir to produce a bill for copying Village Plan Project leaflets for reimbursement.
- Members agreed to abandon the project to install a camera at Hawkwell shops whilst leaving the post in place to provide lighting.
- Cllr Leach to check action taken regarding bus shelter near the Victory pub and broken Perspex at bus shelter by the shops at bottom of hill.
- Description 'Hourly bus service' on GP action list to be amended to include 'number 8 evening service'.
- The Clerk to investigate feasibility of placing a seat halfway along Ironwell Lane.
- Financial Planning for 2010/11
 - Research possibility to install bus shelter at Lascelles
 - Review budget for Youth Project
 - Money for street art
 - Lighting in bus shelters to be reviewed.

Chairman