

**Minutes of a meeting of the
GENERAL PURPOSES COMMITTEE held on
Monday, 17th May 2010
In the Committee Room, Freight House, Bradley Way, Rochford.**

Committee Members Present: Chairman Cllr Mrs H Glynn, Cllrs Mrs T Bateman, Mrs C Cunningham, Mrs J Fern, Mrs A Heath, A James, V Leach, R Patient, D Weir and Mrs M Weir.
Also Present: Jo McPherson, South Essex Youth Volunteer Development Manager – SAVS.

Cllr Mrs Glynn introduced and welcomed Jo McPherson, South Essex Youth Volunteer Development Manager – SAVS and advised she had recently been elected District Councillor for Hawkwell North.

1) To elect a Chairman:

Cllr Patient moved to elect Cllr Mrs Glynn and Cllr Heath seconded. No further nominations were forthcoming therefore Members voted, the motion was carried and Cllr Mrs Glynn accepted office.

2) To elect a Vice Chairman:

Cllr Mrs Weir nominated Cllr James and this was seconded by Cllr Mrs Heath. Members voted after no further nominations were put forward and the motion was carried. Cllr James accepted office and Cllr Mrs Glynn thanked Members for supporting the Chair and Vice Chair through the year and she hoped that would continue.

3) Apologies for non-attendance at meeting:

Cllrs R Mitchell (another meeting). Members noted and accepted the apology tendered.

4) Declarations of interest:

There were no declarations of interest.

5) To approve the Minutes of the Meeting held on 19th April 2010 and to approve the destruction of the manuscript notes in respect of that meeting:

Members approved the Minutes of the Meeting held on 19th April 2010 as a true record and agreed to the destruction of the manuscript notes in respect of that meeting.

6) 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 preliminary costings were between £2-3K per hole, there would be a charge to connect up to electricity and additionally there would be a charge of £90 to put each post up and down per year. For 5 posts and after purchase of lights, costs would exceed £10K. Cllr Mrs Glynn thanked the Clerk for his research and asked Members to reconvene a meeting of the Xmas Lights working group to look into alternatives. She asked if anyone else would like to join the Committee, there were no volunteers therefore Cllrs Mrs Glynn, Patient and Mrs Weir to arrange to meet.
- **Village Fayre:** See Agenda item.
- **Clerk to check progress of light out in alleyway at Hawkwell Chase:** The Clerk advised he had chased up ACS but had still not received costs. Cllr Mrs Glynn asked

for a Member of the Committee to check the light at the bottom of the alley way by the Bramleys but Cllr Leach updated that the Electricity Board were currently checking the electricity supply there. The Clerk further added that he met the contractor in the Bramleys 2 weeks ago and he showed that both lights were fully illuminated. As far as he was concerned they were fixed.

- **New Parish Office sign at Hawkwell Village Hall:** The Clerk reported the Chairman of the Management Committee was away on holiday and he would be taking this up with him on his return. Cllr Mrs Glynn said she was appalled that posters were obscuring the papers within the framework. Members began a debate and it was reiterated that the Clerk was negotiating with the Hall Management Committee to erect an HPC notice board on their land. **Cllr Patient moved that, subject to negotiations, the Clerk be advised that the Committee wish to proceed with its own notice board.** Cllr Mrs Glynn supported the motion and asked Members if they were in agreement and they were.
- **Clerk to contact ECC to enquire about new bus shelters:** Ongoing as per report.
- **Newsletter item on Christmas parcels:** Cllr Mrs Glynn asked Members to each write a short piece for the Newsletter and pass it to the Clerk as soon as possible as the next newsletter was due to be published in the month of May and this had to happen in order not to affect the Council's status as a Quality Council. Jo McPherson announced that Cllrs Mr & Mrs Weir had received an award for their continuing service in the community. Cllr Mrs Glynn congratulated them both.
- **Parishioner of the Year award** – Cllr James said he would follow this up and put together an article for the May newsletter. The Clerk reported that Hockley Parish Council was not involved with the scheme, Rayleigh Town Council didn't have any criteria, Rochford Parish Council had forwarded some information and he would pass it onto Cllr James.

7) **Financial Report:**

The Clerk went through the report and informed the committee were well under spent at the moment and he was quite happy that everything was going to plan. The Clerk noted £125.00 in 209 GP Projects that wasn't expected and he said he would look it up. There were no questions and Members accepted the Financial Report.

8) **Verbal Update on Village Fayre:**

Cllr Leach said he would bring a full written report to the next GP meeting and went on to give a verbal update:-

- Met with Rugby Club to refine and ensure that Members of the club know what's going on.
- 3 pitches, no.1 pitch for marquee and arena, no. 2 pitch suitable for stalls and facilities (renting a small block of toilets); no. 3 pitch to be used for car park. Rugby Club content with that - the only qualification they made was that they would like to avoid oil spillage on no. 1 pitch.
- Not much success with KES in terms of providing music – 3 soloists to slot in, however, Greensward very forthcoming with 25 piece orchestra, choir and ska band.
- Slightly concerned about lack of stalls. Contacted Craft Guild and Federation of small businesses, Essex branch.
- Cllr James asked if there was a list of contacts from the last Fayre and Cllr Leach replied no complete list was available. Cllr Mrs Glynn advised that everyone that she could remember from the previous Fayre had been approached.

- Jo McPherson asked if there was a charge for the stalls. Cllr Leach advised a charge of £15 would be charged to commercial businesses and a small charge of £5 for charity groups/local political parties and the monies would go towards clearing up after the event.
 - Awaiting a date from the Rugby Club for a meeting.
- Cllr Mrs Glynn thanked him for his report.

9) Consider Operational Plan:

- The Chairman went through the Operational Plan. Cllr Patient referred to bullet point one, he felt that the survey of bus shelters should not be left to the Clerk but that Members should work in conjunction with the Clerk. Cllr Mrs Glynn asked Members to survey bus shelters and come back with any ideas by the end of June and she clarified the parish boundaries.
- Regarding bullet point 2, Cllr Mrs Glynn asked Cllr Mrs Weir if she was content to remain Chairman of the Xmas Parcels working group, she was and Cllr Mrs Glynn asked her to call a meeting in July. Cllr Mrs Heath questioned if the Committee still wanted to provide Xmas parcels, she was worried about resource implications and whether they were well received. Members debated the question and over all it was agreed that the parcels were appreciated and they should continue.
- Regarding bullet point 4, Cllr Mrs Glynn reported that the Jewson site was to be put out to tender for housing development and was out of the frame for use as a youth area. Cllr Mrs Glynn introduced and welcomed Jo McPherson again and asked Members if they were content to hand over to her for a talk on the Youth facility in Great Wakering. It was decided for her presentation to take place at the end of the meeting.
- Cllr Leach suggested a slight change to Bullet point 6 to add ‘and surrounding streets and appropriate parts of the parish’ to enable more flexibility. Members agreed the point to read ‘To work with the Police and Highways to consider traffic calming measures on Harewood Avenue and surrounding streets and appropriate parts of the parish’.

10) Summary of actions/decisions:

- Cllr Mrs Glynn was re-elected as Chairman.
- Cllr James was re-elected as Vice Chairman.
- Xmas Lights working group to call meeting.
- The Clerk to negotiate with Hawkwell Village Hall MC in seeking permission to erect an HPC notice board.
- Each Member to write a small article for the May Newsletter and pass to the Clerk.
- Cllr James to write an article for the Parishioner of the Year Award and pass to the Clerk to include in the May Newsletter.
- Members to report at July meeting ideas/feedback regarding bus shelter survey.
- Youth working group to call meeting and potential site visit to Wakering Youth facility.
- Agreed amendment to Operation Plan, bullet point 6 to read ‘To work with the Police and Highways to consider traffic calming measures on Harewood Avenue and surrounding streets and appropriate parts of the parish’.

Youth Project (carried over from item 9. Operational Plan, bullet point 4):

Cllr Mrs Glynn handed over to Jo McPherson and she gave a very detailed account of the youth facility in Wakering.

Questions:

- How long had it been in existence?
- Did they have a premises?
- Were the youth supervised by volunteer staff?

- Where did the finance come from?
- Did the youth have to pay some form of subscription?
- If the report Council had a couple of years ago was now irrelevant would she suggest that HPC call a public meeting to ascertain what the youth would like?
- Was the teen café in the school?
- Could her team come to Hawkwell and ask the youth what they want? When would they be able to come?
- Was the teen café well used?
- Who funded the use of the school caretaker?
- How many rooms were utilised in the school?
- A meeting of the Youth Working Group was called for as soon as possible.
- Once a meeting of the Youth working group had taken place, if a recommendation was made to Council to go forward, would Jo come back for a meeting?
- Potential site visit to Wakering Youth Facility after Youth working group meets.

Cllr Mrs Glynn thanked Jo McPherson for her presentation and Members expressed their appreciation for coming along to the meeting.

Cllr Mrs Glynn advised that the Eldon Way Project was launched on Friday and the subscription for children was £7 per quarter and a meeting of the Rochford & Rayleigh Citizens Advice Bureau was to be held on 30th June 2010 at 8pm in the Council Chambers.

Chairman