

**Minutes of a meeting of the
GENERAL PURPOSES COMMITTEE held on
Monday, 18th October 2010
in the Committee Room, Freight House, Bradley Way, Rochford.**

Committee Members Present: Chairman Cllr Mrs H Glynn, Cllrs Mrs C Cunningham, Mrs E Chippette, Mrs A Heath, V Leach, R Patient, D Weir and Mrs M Weir.

20. Apologies for non-attendance at meeting:

Cllrs Mrs Bateman (resigned) and R Mitchell (holiday). Members noted and accepted the apologies tendered.

21. Declarations of interest:

Cllr Mrs Heath declared an interest as a friend of the artist responsible for footpath sign artwork.

22. Elect Vice Chairman:

Cllr Mrs Heath proposed Cllr Patient be elected Vice Chairman and this was seconded by Cllr Mrs Weir. There were no further nominations and the Chairman asked Members to vote; the motion was carried.

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

Members approved the Minutes of the Meeting held on 13th September 2010 as a true record and agreed to the destruction of the manuscript notes in respect of that meeting.

24. Actions List Update:

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

- **Gain permission to decorate 2/3 trees with Xmas lights/Request permission to erect Seasonal Decoration over the highway:** See item 30.
- **New Parish Council Noticeboard at Hawkwell Village Hall:** See item 33.
- **Youth Working Group to visit GW youth facility:** Cllr Mrs Weir reported that 2 Members visited the youth facility at Great Wakering and found it to be very well run. There was no charge to the youth and it was mainly for ages 10 to 13. They employed 5 staff and the remainder were volunteers. It had cost £130,000 to build a proper centre and they were also allowed to use the school canteen, foyer, outside areas and sports hall. Different activities were taking place. Cllr Mrs Weir explained their ethos was to get the youth used to the facility in the hope they would want to carry it on when older. The Chairman thanked Cllr Mrs Weir for her report and the committee would consider the possibilities for Hawkwell in the future.
- **Members to report to GP Committee feedback/comments re bus shelter survey:** Damage to bus shelters was reported – there was a hole in the roof of Golden Cross bus shelter, a hole in the bus shelter at Whitehart shops and Brays Lane bus shelter was cracked. **Cllr Mrs Glynn proposed from the Chair that the Clerk be instructed to get a price to repair all 3 sites** and she asked the Clerk to check funds available; he advised there was £1,339 in Street Furniture, Property Maintenance and £1400 available in Criminal Damage. Members carried the motion and were content to use the monies for the repairs.

- **New Bus shelters:** Cllr Mrs Heath asked for consideration of a bus shelter at the Sweyne Avenue bus stop.
- **Tree stump to Belchamps for Bonfire Night:** The Clerk to follow up with Cllr Mitchell for clarification.
- **Review light in alleyway at Hawkwell Chase:** Members wished to ascertain the depth of darkness in the alleyway and the Clerk reported it was better lit than it was before but it remained dark at one end of the footpath. The Chairman asked Members if they agreed to leave the item at this time and consider it for next year's budget and this was approved.
- **Cllr Mrs Glynn to copy RDC paper on tree planting in Hawkwell:** Members referred to the RDC Street Tree Planting 2010/11 plans and agreed 4 of the trees were inappropriately placed in the children's play area. **Cllr Mrs Weir proposed that the Clerk write to RDC to request trees T3, T5, T7 and T8 be positioned along the grass verge on the Common side of Main Road, instead of the children's play area. Cllr Mrs Heath seconded and the motion was carried. Cllr Mrs Heath proposed that the Clerk include in the letter a request for a Christmas tree to be planted on the common, this was seconded by the Chairman and the motion was carried.**
- **Members to consider locations for 2 new Parish noticeboards:** See item 33.

25. Financial Report:

The Clerk went through the report in detail. He referred to cost centre 201 Street Lighting which appeared under spent and informed another 4 to 5 bills were due to come out of account code 4040 equipment & maintenance, therefore it was not so. The balance of the cost of 2 new bus shelters was to be found out of own budget, Christmas celebrations hadn't started yet and though there was some money in Capital Projects to be spent the overall budget was very tight. There were no questions and Members accepted the Financial Report.

26. Letter from Wyvern Community Transport: Item adjourned from September meeting:

Cllr Mrs Glynn proposed from the Chair that this item be left for a month and be carried over to the next meeting agenda due to major changes coming in from ECC and Members agreed.

27. Consider grant request to ECC South Area Forum – adjourned from September meeting:

Cllr Mrs Glynn proposed from the Chair that a grant request be put forward to the Southern Forum to finance the parish noticeboards and Members agreed.

28. Parish Identity (referred from Full Council):

The Clerk referred Members to the Working Group's notes. The Chairman queried the colour of the writing relating to the gate at Magnolia and suggested that green would stand out. Cllr Leach updated there was a stop on the sign at the moment until the height of the barrier had been measured; there was a plate to be placed in a slot. However, the plan was that the text would be in dark red. Cllr Leach declared an interest due to his wife being partially sighted and he advised that any red tone was easier to see and the font was far easier for a partially sighted person to read. He asked Members if they would like him to bring the artwork to the next Council meeting, they agreed they would and Cllr Leach asked the Clerk to put the item on the agenda. The Clerk advised that on formal adoption

of the corporate identity many processes would need to be implemented and it was agreed a date of adoption would be considered at the next Full Council meeting.

29. CAB – Review of Service Survey:

It was suggested that the survey be adjourned to the next meeting due to time constraints but it was ascertained that the closing date was fast approaching therefore Members wished to address the item immediately. Members went through items 1 to 6; the Clerk noted their comments and was asked to complete and return the survey by 22nd October 2010.

30. Quote from Aylesford Electrical re Xmas Lighting:

The Chairman asked Members if they were happy to pass the quote to the Xmas Lights Committee for their perusal and they were.

31. ECC Trial re distribution of road salt:

The Chairman cautioned Members that should Council take part in the trial the parish would be responsible for any spreading of salt except on the highways and Cllr Leach reminded that Council had previously established a course of action to aid old people's welfare and shop fronts. Members discussed at length the practicality of the scheme, volunteers, community spirit – being responsible for own street, cost of materials and storage. Some Members had strong opinions on the subject and the advice of the Clerk was sought. The Clerk recommended Council reject the scheme and ECC would continue to fill the parish salt bins. He added that should HPC clear anything more than vulnerable areas more staff would be required, Council only supported the use of equipment in vulnerable areas in adverse weather conditions and not at first frost. Cllr Mrs Cunningham asked if the payback team could be called upon; the Clerk replied the majority of their work took place on the weekend but he would make enquiries and report back.

Cllr Mrs Glynn moved from the Chair that Members support the Clerk's recommendations and the motion was carried. The amount and cost of salt in store was questioned and the Clerk informed that all councils had experienced a shortage of salt therefore the price had increased. **The Chairman asked for Members approval to give authority to the clerk to source salt at the best price as and when needed and Members agreed.**

32. Children in Need – Proposal by Cllr Mrs Glynn:

The Chairman gave a verbal report in support of her proposal to raise funds for Children in Need through the Youth Project by holding an event on Saturday or Sunday involving a graffiti street artist; people could go along to Magnolia and, overseen by the artist, spray paint the unpainted panels in the car park. Members asked if the matter could be delayed until more information was available but it was advised that the matter was time specific. Members requested further details and the Chairman informed that she would like the artist to manage the content and colour. Some Members expressed concern; the end result would need to be visibly pleasing and an alternative was suggested to paint on boards but this was not approved. It was ascertained that there was £1K in the Youth Budget and generally Members agreed with the idea in principle. **Cllr Mrs Glynn proposed that the idea be put forward as a project for the Youth, Cllr Mrs Heath seconded, there was a show of hands and the motion was carried.** The Chairman suggested a meeting be organised later in the week for anyone interested in the project.

33. Parish Noticeboard:

Due to time constraints and the need to commence the meeting of the Parks Committee it was felt that it would be sensible to discuss items 33 and 34 without being rushed and Members agreed to adjourn the items to the next meeting.

34. Financial Planning for 2011/2010:

a. Budget:

b. Operational Plan:

Adjourned to next meeting.

35. Summary of actions/decisions:

- Cllr Patient was elected to Vice Chairman.
- The Clerk to get a price to repair bus shelters at 3 sites; Golden Cross, Whitehart shops and Brays Lane. Members approved use of funds from Street Furniture, Property Maintenance and Criminal Damage.
- Consideration to be given to an additional light in alleyway at Hawkwell Chase for next year's budget.
- The Clerk to write to RDC to request trees T3, T5, T7 and T8 be planted along the grass verge on the common side of Main Road instead of the children's play area (as per RDC plan) and to seek the planting of a Christmas tree on the common.
- Letter from Wyvern Community Transport to be carried over to November meeting agenda.
- The Clerk to put forward grant request to the ECC South Area Forum to finance parish noticeboards.
- The Clerk to put Parish Identity on agenda for the next Council meeting for Members to view the artwork.
- Cllr Leach to bring height barrier signage artwork to next Council meeting.
- Corporate Identity date of adoption to be considered at next Council meeting.
- Quote from Aylesford Electrical re Xmas Lighting to be passed to Xmas Lights Working Group.
- Members agreed to reject participation in ECC distribution of salt scheme.
- The Clerk to make enquiries about the use of the payback team in adverse weather conditions to assist in salt spreading in the established vulnerable areas.
- Members gave authority to the Clerk to source salt at best price on a needs basis.
- Members agreed in principle to support Children in Need by holding a fundraising event, details to be agreed.
- Items 33 and 34 adjourned to next meeting.

The meeting was closed at 8.30pm to allow the meeting of the Parks Committee to commence.

Chairman