

**Minutes of a meeting of the
GENERAL PURPOSES COMMITTEE held on
Monday, 19th April 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, J Dickson, Mrs J Fern, Mrs A Heath, A James, V Leach, R Mitchell, D Weir and Mrs M Weir.

1) Apologies for non-attendance at meeting:

Cllrs K Holmes and R Patient. Members noted and accepted the apologies tendered.

2) Declarations of interest:

There were no declarations of interest.

3) To approve the Minutes of the Meeting held on 8th March 2010 and to approve the destruction of the manuscript notes in respect of that meeting:

Cllr Mitchell had given his apologies for non attendance at the meeting and they had not been noted in the Minutes – the Clerk to amend.

Cllr James objected to the Minutes stating he was present in ‘part’ on the attendance list due to the meeting commencing on the rising of the previous meeting which was earlier than the scheduled time of 8pm. The Clerk to delete ‘in part’ on the attendance list for Cllrs James and Mrs Heath.

Subject to the amendments above, Members approved the Minutes of the Meeting held on 8th March 2010 as a true record and agreed to the destruction of the manuscript notes in respect of that meeting.

4) Actions List Update:

The Clerk went through the action point update list.

- **Village Plan Project:** Agreed to close item.
- **Clerk to identify seats in need of repair and seek new locations for seats:** Agreed to close item.
- **Gain permission to decorate 2/3 trees with Xmas lights/Request permission to erect Seasonal Decoration over the highway:** See Agenda item 10.
- **Village Fayre:** See Agenda item 8.
- **No 8 Bus Service:** Agreed to remove item.
- **Clerk to check progress of light out in alleyway at Hawkwell Chase:** Ongoing as per report.
- **New Parish Office sign at Hawkwell Village Hall:** See Agenda item 7.
- **Clerk to contact ECC to enquire about new bus shelters:** Ongoing as per report.
- **Newsletter item on Christmas parcels:** Next Newsletter in May 2010. Cllr Mrs Glynn advised the newsletter will come out after the election and hopefully the gym in Magnolia will be in place by then – should anyone have an article that they would like to put in, please pass it to the Clerk.

5) Financial Report:

The Clerk went through the last report of the previous financial year, he announced an under spend due to capital projects that weren’t pursued. There were no questions and Members accepted the Financial Report.

6) To note continuation of ECC support for Bus Service 7 (see letter):

Members noted the contents of the letter and the Clerk pointed out it was for a trial period. Cllr James thought the wording should also have included bus service no. 8. Cllr Mrs Glynn said it was nice to get a result for the people of Hawkwell but the service would only work if people used it.

7) New Noticeboard for Parish Council/Village Hall:

The Clerk advised that the Hawkwell Village Hall Management Committee had proposed the noticeboard be renewed. He referred Members to the quote provided and asked them to consider if they wished to continue to share a noticeboard, the cost of which would be shared, and; if so, did they accept the wording the Hawkwell Village Hall had proposed, or; to reject sharing the noticeboard and seek permission to put an HPC noticeboard on their land. The Clerk added that the supplier providing the estimate was also providing the Parish footpath signage. The Chairman asked for Members comments and it was discussed:-

- how much information HPC versus Hawkwell Village Hall currently placed on the board,
- who would be the senior partner,
- location of an independent HPC board,
- right to remove information from the board, or
- would a third usage be sufficient?

Cllr Mrs Heath proposed that the Clerk first seek permission from the Hawkwell Village Hall Management Committee to put an independent HPC noticeboard up on their land. Cllr Mitchell seconded, there was a show of hands and the motion was carried.

8) Update on Village Fayre Working Group:

Cllr Leach referred Members to the notes of the Village Fayre Working Group meeting of 16th March. Cllr James advised he had put the information requested on the website. Cllr Leach gave a verbal update, there was £4K in the budget and cheques were coming in from potential stall holders. He suggested Members of the Group meet on Wednesday afternoon at the Rugby Club to discuss the geography of what was needed - Members to consult and agree.

9) Update on Youth Working Group:

Cllr Mrs Glynn referred to the notes of the Youth Working Group meeting of 17th March and gave a verbal update.

10) Update on Xmas Lights Working Group:

Cllr Mrs Glynn went through the notes of the Xmas Lights Working Group meeting of 17th March. Cllr Mrs Heath queried that it had not been noted who was present at the meeting and the Clerk noted.

11) Proposal to Hold a 'Parishioner of the Year' award – Proposal by Cllr A James:

Cllr James advised that RDC and Hockley Parish Council already did this and he proposed that HPC look at it. Members discussed a possible working group/advisory committee to set up a form of criteria. **Cllr James proposed putting an article in the newsletter requesting nominations and the Parish choose a winner at a Full Council meeting, Cllr Mrs Weir seconded. Cllr James agreed to write an article. Members were content and the motion was carried.** The Clerk advised there would have to be criteria in place to make it defensible to avoid accusations of discrimination. **Cllr Mrs Glynn proposed from the Chair that the Clerk make contact with the various parishes in the district to find out what their criteria was.** Members agreed. The Clerk to come back with information for the next meeting.

12) Email from RDC re Community Resilience:

Members noted the email from RDC.

13) Summary of actions/decisions:

- The Clerk to amend the minutes of 8th March to include amendments above.
- The Clerk to seek permission from the Hawkwell Village Hall Management Committee to put an independent HPC noticeboard up on their land.
- Members of the Village Fayre working group to consult and agree meeting, possibly for Wednesday 21st April at the Rugby Club.
- Members approved proposal to hold a 'Parishioner of the Year' award, Cllr James to write an article to go out in the newsletter and the Clerk to make contact with other parishes to ascertain their criteria and report back.

The meeting closed at 10.18pm.

Chairman

Chairman