



## Hockley Parish Council

Cllrs M Anderson, N Boxall, M Carter, T Carter, S Chelmsford,  
T Gleadall, B Hazlewood, S James, R Martin, S Martin,  
P Meacham, B. O'Shea, V Randall & L Vingoe

### Minutes of Hockley Parish Council Annual Meeting Held at the Old Fire Station at 8.00pm on Monday 21<sup>st</sup> MAY 2018

| ITEM           | SUBJECT   |
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| <b>FC18/55</b> | <p><b>Election of Chairman</b></p> <p>One nomination was received. Cllr R Martin proposed by Cllr Randall and seconded Cllr Carter. There being no other nominations, Cllr R Martin was elected unopposed.</p> <p>The Council thanked Cllr Martin for his work as Chairman over the previous 12 months; Cllr Martin thanked the Councillors for their support.</p>  |
| <b>FC18/56</b> | <p><b>The Clerk and the Chairman signed the declaration of acceptance.</b></p> <p>The Declaration of Acceptance was duly signed by Cllr R Martin and the locum Parish Clerk</p>   |
| <b>FC18/57</b> | <p><b>Election of vice chairman.</b></p> <p>One nomination was received. Cllr Randall proposed by Cllr R Martin seconded Cllr James. Cllr Randall was elected unopposed.</p>  |
| <b>FC18/58</b> | <p><b>Members Attending.</b></p> <p>Chairman: Cllr R Martin</p> <p>Present: Cllrs Anderson, M Carter, T Carter, S Chelmsford, B Hazlewood, T Gleadall, S James, P Meacham S Martin, B O'Shea, V Randall, L Vingoe.</p> <p>Also present: Locum Clerk, Assistant Clerk. Cllr Carole Weston, Essex County Council and Rochford District Councillors: Cllr. Adrian Eaves, Cllr Keith Hudson. One member of public.</p> <p>Apologies: Cllr Boxall.</p> <p><b>Resolved:</b> Apologies for absence were accepted from Cllr Boxall. Proposed Cllr R Martin seconded Cllr James and carried unanimously.</p> |
| <b>FC18/59</b> | <p><b>Declaration of Interests.</b></p> <p>There were no declarations of interest.</p>  |

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| <p><b>FC18/60</b></p>    | <p><b>To Confirm the Minutes of Council meeting held 19th March 2018</b></p> <p><b>Resolved:</b> It was resolved the minutes and resolutions of the Full Council Meeting held on 19th March 2018 are accepted as a true record. Proposed Cllr R Martin, seconded Cllr Gleadall, agreed with one abstention. Signed by the Chairman.</p>  |
| <p><b>FC18/61</b></p>    | <p><b>To consider applications for a Co-opted Vacancy in Hockley Ward</b></p> <p>Two candidates were present to be considered for co-option, both gave a short presentation.</p> <p><b>Resolved:</b> It was resolved that Barbara Thorogood be co-opted onto the Council to fill the vacancy in Hockley Ward. Carried unanimously.</p>   |
| <p>8.46pm<br/>8.48pm</p> | <p><i>Cllr. R. Martin left the meeting to speak with the applicants.</i></p> <p><i>Cllr. R. Martin returned to the meeting</i></p>   |
| <p><b>FC18/62</b></p>    | <p><b>Appointment of committees and sub-committees.</b></p> <p><b>Amendment to Motion:</b> The Council appoints the members of committees and subcommittees subject to the following amendment: Cllr Meacham will withdraw from the Appeals Panel once all current actions from the panel were completed.</p> <p><b>Resolved.</b> The Council appoints the members of committees and sub-committees as amended at the meeting. Proposed Cllr R Martin seconded Cllr Chelmsford and carried unanimously.</p>  |
| <p><b>FC18/63</b></p>    | <p><b>Election of Committee Chairman</b></p> <p>The Council had decided previously that the role of Committee Chairmen for each Committee would be decided at a Full Council meeting.</p> <p><b>Resolved:</b> The Council approves that the Committee Chairmen in place for 17/18 remain the same for 18/19, as detailed below:</p> <ul style="list-style-type: none"> <li>• Resources &amp; Procedures Committee – Cllr R Martin</li> <li>• Personnel Committee - Cllr Boxall</li> <li>• Personnel Sub Committee – Cllr Boxall</li> <li>• Planning &amp; Local Development Committee – Cllr Gleadall</li> <li>• Environment &amp; Open Spaces Committee – Cllr Vingoe</li> <li>• Communities Committee – Cllr S Martin</li> <li>• Festive Lights Sub Committee</li> </ul> |

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| <p><b>FC18/64</b></p> | <p><b>To agree the terms of reference for committees for 2018/19</b></p> <p><b>Resolved:</b> The Council would re-adopt the current published terms of reference for 2018 – 19. Proposed Cllr R Martin seconded Cllr Anderson and carried unanimously.</p>  |
| <p><b>FC18/65</b></p> | <p><b>Appointment of delegates and representatives to outside bodies.</b></p> <p><b>Amendment to Motion:</b> The appointment of Delegates and Representatives to outside bodies was approved subject to the following amendment: Cllr Chelmsford was appointed onto the Citizens Advice Bureau.</p> <p><b>Resolved:</b> The Council appoints the delegates and representatives as amended at the meeting. Proposed Cllr R Martin seconded Cllr L Vingoe and carried unanimously.</p>  |
| <p><b>FC18/66</b></p> | <p><b>To agree the programme of meetings for 2017/8.</b></p> <p><b>Amendment to Motion:</b> The Planning and Communities meetings for May 2019 be included on Tuesday 7<sup>th</sup> May.</p> <p>The Council will continue to operate the current rolling programme of meetings as shown in the published Terms of Reference with the amendment.</p> <p><b>Resolved.</b> Council agreed that the Meetings Schedule as amended be adopted for 2018/19. Proposed Cllr R Martin seconded Cllr Hazelwood and carried unanimously.</p>   |
| <p><b>FC18/67</b></p> | <p><b>Public participation.</b></p> <p>Up to fifteen minutes for public comment on agenda items.</p> <p>No members of the public were present.</p>  |
| <p><b>FC18/68</b></p> | <p><b>Ward &amp; County Councillors to address members</b></p> <p>Cllr Hudson made the Council aware of his concerns in relation to Rochford District Council and confirmed that in his time as Deputy Leader, he had managed to limit development within Hockley.</p> <p>Cllr Eaves advised that Rochford District Council contracted out grass/verge cutting in the district.</p> <p>Cllr Weston advised that the Portfolio Holder for Highways at Essex County Council was now Kevin Bentley. The Local Highways Panels have a budget of £1.5 million countywide. Cllr Weston had been dealing with a sign in Church Road and issues with parking around Plumberow School at school drop off and collection times.</p> |

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| 9.12pm         | <i>Cllr O'Shea left the meeting.</i>   |
| <b>FC18/69</b> | <p><b>To Note correspondence received</b></p> <p>Email from resident requesting the Parish Council claim a designated public right of way along the "central ride" pathway at Marylands Nature Reserve to FP13.</p> <p>Email from resident re Public FP12</p> <p>Email from resident re Facebook Post.</p> <p>The correspondence was noted.</p>                    |
| <b>FC18/70</b> | <p><b>Appointment of Clerk to administer dispensations in 2017/8.</b></p> <p><b>Resolved.</b> The Clerk as Proper Officer to the Council will be authorised to administer dispensations for members with disclosable pecuniary interests that would otherwise leave the council inquorate. Proposed Cllr R Martin seconded Cllr James and carried unanimously.</p> |
| <b>FC18/71</b> | <p><b>To note changes to the Register of Members' Financial Interests:</b></p> <p>Councillors were advised to contact the Clerk if any changes were needed who could then provide a blank register for completion.</p>   |
| <b>FC18/72</b> | <p><b>To Note Attendance Record 2017-18</b></p> <p><b>Amendment to Motion:</b> Cllr Gleadall had attended 6 meetings of the Environment Committee.</p> <p><b>Resolved.</b> The Council noted the Attendance Record for 2017-18 as amended.</p>   |
| <b>FC18/73</b> | <p><b>To Approve Staffing Structure Chart for 2018/19</b></p> <p><b>Resolved.</b> Council agreed that the Staff Structure Chart for 2018/19 be adopted. Proposed Cllr Chelmsford seconded Cllr Meacham and carried unanimously.</p>  |
| <b>FC18/74</b> | <p><b>To approve the Annual Accounting Statement for 2017/18</b></p> <p><b>Resolved.</b> This item would be deferred to a future Council meeting.</p>  |
| <b>FC18/75</b> | <p><b>To approve the Annual Governance Statement for 2017/18</b></p> <p><b>Resolved.</b> This item would be deferred to a future Council meeting.</p>  |
| <b>FC18/76</b> | <p><b>Clerk's Report</b></p> <p>The Clerk's report was received and noted.</p>   |

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| <p><b>FC18/77</b></p> | <p><b>To note Minutes and Resolutions made by the Committees &amp; Sub Committees</b></p> <p>The minutes from the following Committee and Sub Committee meetings were received and noted.</p> <ul style="list-style-type: none"> <li>• Resources &amp; Procedures Committee 26<sup>th</sup> March 2018; 23<sup>rd</sup> April 2018</li> <li>• Personnel Committee 29<sup>th</sup> March 2018; 16<sup>th</sup> April 2018; 30<sup>th</sup> April 2018</li> <li>• Planning &amp; Local Development Committee 19<sup>th</sup> March 2018; 3<sup>rd</sup> April 2018; 8<sup>th</sup> May 2018.</li> <li>• Environment &amp; Open Spaces Committee 3<sup>rd</sup> April 2018</li> <li>• Communities Committee 8<sup>th</sup> May 2018</li> <li>• Festive Lights Sub Committee 16<sup>th</sup> May 2018 N/A</li> </ul> <p>Cllr Anderson thanked the Chairmen of the Committees and Sub Committees for their work over the previous year.</p> |
| <p><b>FC18/78</b></p> | <p><b>To note Delegate Reports Received</b></p> <p>The reports from the following meetings were received and noted.</p> <ul style="list-style-type: none"> <li>• Hockley Chamber of Trade &amp; Commerce</li> <li>• Hockley &amp; Hawkwell 55+</li> <li>• Hockley Community Centre</li> <li>• RHALC</li> <li>• Hockley Public Hall</li> </ul>  |
| <p><b>FC18/79</b></p> | <p><b>To consider a request from Cllr Vingoe to host a visit to Hockley by visitors from Orenberg Russia on 22<sup>nd</sup>-23<sup>rd</sup> September 2018.</b></p> <p>The visitors would be from an international organisation called Urasia and would like to visit as it will be 130 years since the death of Samson. The visitors would come for a day visit to Hockley.</p> <p><b>Resolved.</b> Subject to further details being confirmed the Council would invite representatives of Urasia to Hockley to commemorate 130 years since the death of Samson. Proposed Cllr L Vingoe, seconded Cllr Hazlewood, agreed with five against and two abstentions.</p>   |
| <p><b>FC18/80</b></p> | <p><b>Date of Next Meeting</b></p> <p>Monday 16<sup>th</sup> July 2018</p> <p style="text-align: center;"><b>Meeting closed at 9.54pm</b></p>  |