



HOCKLEY PARISH COUNCIL

The Old Fire Station, 58 Southend Road, Hockley, Essex, SS5 4QH

Telephone: 01702 207707 e-mail: enquiries@hockley-essex.gov.uk

Website: hockley-essex.gov.uk

Members of the Parish Council are hereby summoned to attend the Parish Council meeting in the Parish Hall, 58 Southend Road, Hockley on Monday 25th November 2019 at 7.30pm for the purpose of transacting the following business. Members of the press and public are welcome to attend.

K Holland

Mrs Kelly Holland
Clerk to Hockley Parish Council

19th November 2019

Please note that under the Local Government Act 1972 Schedule 12 paragraph 10 (2) (b), the Council cannot lawfully decide any matter that is not specified on the agenda. Should you require additional information on any agenda item please advise the Clerk by 1pm on the working day preceding the meeting.

AGENDA

1. Cllr. T. Gleadall

A two minute silence will be held following the passing of Cllr. T. Gleadall.

2. Apologies for absence

3. Minutes

Acceptance of the minutes from the meeting dated 23rd September 2019 (previously circulated).

4. To receive the progress report (appendix 1).

5. To receive member's declarations of interests in items on the agenda.

6. Grants

- (a) Presentation of grant to Kay Abbey from the Hockley Public Hall for new flooring;
- (b) To receive an update from Ian Foster, the Chairman of the Hockley and Hawkwell Social Centre for the Older Person regarding the refurbishment of the Centre following a grant of £5,000 from the Parish Council.

7. Public Participation session

There will be 15 minutes available for this session where members of the public may speak regarding items on the agenda. A maximum of 3 minutes per speaker will be permitted.

8. To receive reports from the District and County Councillors.

9. Essex Libraries Consultation

To consider any updates on the plans for Hockley Library.

10. Structure, Terms of Reference and Policies

- (a) To note that there was a vacancy on the Parish Council and that the vacancy does not need to be filled as the ordinary Council elections would take place within six months in May 2020.
- (b) To approve the amended to the Council Structure and Committee Terms of Reference following anomalies found (previously circulated);
- (c) The new meeting schedule had been in place for six months; members to consider whether any amendments were required.

11. Budget and Precept 2020/21

To note that the Resources and Procedures Committee were in the process of compiling a draft budget for 2020/21. The budget and precept requirement would be considered at the Full Council meeting on 27th January 2020.

12. Leases

- (a) To receive an update on the lease for the public toilets in Southend Road;
- (b) To receive an update on the lease for the allotments in Folly Lane.

13. Committee Minutes (previously circulated)

- (a) To note the minutes from the Communities Committee meeting held on 12th November 2019;
- (b) To note the minutes from the Environment Committee meeting held on 2nd September 2019;
- (c) To note the minutes from the Environment Committee meeting held on 4th November 2019;
- (d) To note the minutes from the Festive Lights Sub Committee meeting held on 7th October 2019;
- (e) To note the minutes from the Festive Lights Sub Committee meeting held on 19th November 2019;
- (f) To note the minutes from the Personnel Committee meeting held on 7th November 2019;
- (g) To note the minutes from the Planning Committee meeting held on 7th October 2019;
- (h) To note the minutes from the Planning Committee meeting held on 4th November 2019;
- (i) To note the minutes from the Resources and Procedures Committee meeting held on 21st October 2019.

14. Forward Planning

To consider the information from the working group regarding forward planning for the Parish Council.

15. Consultations

To formulate any comments to the Essex Fire and Rescue Service regarding the Integrated Risk Management Plan (previously circulated).

16. Report from representatives on outside bodies

To receive a report from representatives on the following bodies:

- (a) Hockley Public Hall – Cllr. L. Vingoe
- (b) Hockley and Hawkwell Social Centre for the Older Person – Cllr. T. Carter
(previously circulated)
- (c) Hockley Community Centre – Cllrs. T. Carter and R. Martin (previously circulated)
- (d) Rochford Hundred Association of Local Councils - Cllrs. B. Hazlewood and R. Martin
(previously circulated);
- (e) To note that the Police and Fire Conference scheduled for 19th November 2019 had
been cancelled due to the upcoming general election.

17. Items to be added to the next agenda

18. Date of future meetings

The next Parish Council meeting will be held on Monday 27th January 2020 at 7.30pm.

19. Exclusion of press and public

The Parish Council will resolve to exclude the press and public from the remainder of the meeting due to confidential business under the Public Bodies (Admissions to Meetings) Act 1960, s.1(2).

20. Staffing

To consider the recommendation from the Personnel Committee and Resources and Procedures Committee regarding staffing in the office.