



Hockley Parish Council

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

Dear Councillor

YOU ARE SUMMONDED TO ATTEND THE FORTHCOMING MEETING OF HOCKLEY PARISH COUNCIL TO BE HELD AT THE OLD FIRE STATION AT 7.30PM ON MONDAY 18TH SEPTEMBER 2017 FOR THE PURPOSE OF TRANSACTING THE BUSINESS SHOWN IN THE AGENDA.

**Mrs Kate Smiles
Clerk to the Council**

Please advise the Clerk prior to the meeting if you require additional information on any Agenda Item and note that under the Local Government Act 1972 Schedule 12 p10(2) a Council cannot lawfully decide any matter that is not specified on the Agenda.

AGENDA

The public and press are welcome to be present

| ITEM | SUBJECT |
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| 17/118 | Members Attending and Apologies for Absence Motion: To accept and record apologies for absence. |
| 17/119 | Declaration of Interests. To receive any personal or personal and prejudicial interests relating to items on the agenda. |
| 17/120 | To Confirm the Minutes of Council meeting held Monday 17th July 2017 Motion: The minutes of Full Council Meeting held on Monday 17 th July 2017 be accepted as a true record. |
| 17/121 | Public participation. The meeting may be temporarily suspended for up to fifteen minutes if members of the public wish to comment on agenda items or items of interest or concern to the parish. |
| 17/122 | Ward and County Councillors may address the members. |
| 17/123 | To note correspondence received <ul style="list-style-type: none">• Correspondence from resident on Footpath 13 referred to Environment• Correspondence and responses from the Massive Project referred to Resources & Procedures• Response from RDC re public toilets referred to Communities• Email to District Cllr Adrian Eaves from the Clerk (Michael Letch) on Folly Grove Allotments.• E-mails from resident concerning rising crime and anti-social parking in Hockley. Clerk has responded. |

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| 17/124 | <p>Clerk's report. <i>Verbal report from Clerk on Items of interest but no formal decision can be made.</i></p> <ul style="list-style-type: none"> • Tree maintenance on Eastern boundary of Marylands Nature Reserve • Maintenance work at the Parish Hall and Outbuilding removal. • To confirm Office opening hours from August 2017 10am to 12noon Monday-Friday. <i>It should be noted that these hours may be changed at short notice due to holidays, courses etc. Changes will be published on the website and office diary.</i> |
| 17/125 | <p>Consultations</p> <ul style="list-style-type: none"> • CAA Aviation Noise Impacts RDC online survey 6 Jul 2017-5 Jan 2018 https://consultations.caa.co.uk/policy-development/aviation-noise-impacts/ • Shoreline Strategy Consultation Southend-on-Sea Borough Council is consulting on the Southend-on-Sea Shoreline Strategy Responses by 17:00 on Friday 13th October 2017. www.southend.gov.uk/shoreline. • Essex Highways. Survey to all Parish and Town Councils, District Councillors and a range of private and public organisations to seek their views on highways priorities and to obtain satisfaction levels for the specific services that are provided by Essex Highways. The survey will be open on-line for 3 weeks until 1 October 2017. Reporting@essexhighways.org |
| 17/126 | <p>To note training undertaken in the previous month and receive reports. Upcoming Courses at EALC Great Dunmow</p> <ul style="list-style-type: none"> • Councillor Training Day 1 Saturday 18th November 2017 9.30am to 3pm • Councillor Training Day 2 Saturday 25th November 2017 9.30am to 3pm • Social Media & Facebook 10th October 2017 Clerk & Cllr S Martin attending |
| 17/127 | <p>To note the minutes and resolutions from Planning and Local Development Committee meetings. 7th August 2017 and 4th September</p> |
| 17/128 | <p>To note the minutes and resolutions from Resources and Procedures Committee meetings. 24th July 2017 and 29th August 2017</p> |
| 17/129 | <p>To adopt the revised Committee Structure and Terms of Reference, Version 27</p> |
| 17/130 | <p>To approve virement of £5000 from reserves allocated to the Communities Budget</p> <ul style="list-style-type: none"> • £3000 for removal of the old outbuildings and purchase of additional storage • £2000 for refit of upstairs kitchen <p>Motion: <i>To approve virement of £5000 from reserves as recommended by the Resources & Procedures Committee (RP17/98).</i></p> |
| 17/131 | <p>To note minutes and resolutions of Personnel Subcommittee. 14th August 2017</p> |
| 17/132 | <p>To note commencement date of new Proper Officer & Responsible Financial Officer <i>Clerk appointed wef 1st August 2017</i></p> |
| 17/133 | <p>To approve the appointment of the Administrative Assistant to the Clerk <i>Administrative Assistant appointed wef 11th September 2017</i></p> <p>Motion: The Council approves the recommendation of the Personnel Committee to appoint an Administrative Assistant to the Clerk (PER17/33)</p> |

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| 17/134 | To note the minutes and resolutions from Environmental Committee. 7th August 2017 |
| 17/135 | To note the minutes and resolutions from Communities Committee meeting. 4th September 2017 |
| 17/136 | To approve the preferred estimate received for the refit of the upstairs kitchen |
| 17/137 | To note the minutes and resolutions from the Festive Lights Subcommittee. 16th August 2017 |
| 17/138 | <p>To note reports from Delegates to other organisations.</p> <ul style="list-style-type: none"> ▪ Rochford & Rayleigh Citizens Advice Bureau AGM held 19th July 2017 ▪ Rochford Hundred Assn of Local Councils AGM Minutes held 20th July 2017 ▪ Report on briefing to Parish & Town Councils by Roger Hirst Police & Crime Commissioner held 12th September <p>Forthcoming Delegate Meetings EALC AGM & Conference at Great Dunmow Tuesday 19th September 2017</p> |
| 17/139 | Date of next meeting: 7.30pm Monday 20th November 2017 |
| 17/140 | Items for next agenda |



Mrs Kate Smiles
Clerk to the Council