



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

Dear Councillor

**YOU ARE SUMMONED TO ATTEND A MEETING OF
HOCKLEY PARISH COUNCIL TO BE HELD AT 7.30PM ON MONDAY 17th
SEPTEMBER 2018 AT THE PARISH HALL FOR THE PURPOSE OF
TRANSACTING THE BUSINESS SHOWN IN THE AGENDA**

K Holland

Mrs Kelly Holland
pp Clerk to the Council
10th September 2018

Please 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. Should you require additional information on any Agenda Item please advise the Clerk prior to the meeting.

AGENDA

The public and press are welcome to attend

ITEM	SUBJECT
FC18/113	Members Attending and to receive and accept Apologies for Absence. <i>Please notify apologies to the Clerk or Chairman of the Committee in advance of the meeting.</i>
FC18/114	Declarations of Interest. <i>To receive any personal or personal and prejudicial interests relating to items on the agenda. All members are reminded that they must disclose any pecuniary or non-pecuniary interests they know they may have in the items on the meeting's agenda and that they must do so at this point, or as soon as they become aware of the interest. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a pecuniary one. They are also obliged to notify the Monitoring Officer about it. Unforeseen interests must be declared similarly at the appropriate time.</i>
FC18/115	Minutes (a) To Approve Minutes of Full Council Meeting held Monday 16th July 2018 Motion: The minutes and resolutions of the Full Council Meeting held on Monday 16 th July 2018 be noted as correct and approved. (b) To Approve Minutes of Full Council Meeting held on Monday 3rd September 2018 Motion: The minutes and resolutions of the Full Council Meeting held on Monday 3 rd September 2018 be noted as correct and approved.
FC18/116	Public Participation. <i>Members of the public present, if any, will be allowed up to 15 minutes to speak on matters relating to this agenda. A maximum of 3 minutes per speaker will be permitted. Please address your comments through the Chairman</i>

FC18/117	Ward and County Councillors to address members
FC18/118	<p>To Note Correspondence Received</p> <ul style="list-style-type: none"> • Letter from resident thanking the Planning Committee for considering a report on the Local Plan. • Email from District Cllr Carole Weston re the Parish Council's request to install a barrier at the exit to the footpath between Orchard Way and Russett Close following cycle accident.
FC18/119	To Note Office Report
FC18/120	<p>Policies and Procedures</p> <p>(a) To approve the amended Standing Orders;</p> <p>(b) To note any requirements in relation to Health & Safety and Risk Assessments further to the meeting of Resources & Procedures Committee on 24th August 2018.</p>
FC18/121	<p>Appointment of Auditors and Solicitors</p> <p>(a) To appoint Auditing Solutions as the Parish Council's internal auditor;</p> <p>(b) To note that the Parish Council's external auditor was PKF Littlejohn LLP;</p> <p>(c) To appoint Todman's of Rayleigh as the Parish Council's solicitor.</p>
FC18/122	<p>To note the minutes and resolutions of the Committees & Sub Committees</p> <ul style="list-style-type: none"> • Resources & Procedures Committee 23.07.2018 and 28.08.2018 • Personnel Committee – No meeting • Planning & Local Development Committee 16.07.2018; 6.08.2018 and 13.08.2018; 28.08.2018. • Environment & Open Spaces Committee 6.08.2018 • Communities Committee 3.09.2018 • Festive Lights Sub Committee 17.08.2018 <p>Motion: The minutes of the above meetings have been received and resolutions noted by members.</p>
FC18/123	<p>To approve the following recommendations from the Resources & Procedures Committee:</p> <p>(a) to amend the Financial Regulations following the appointment of an RFO;</p> <p>(b) that all staff should be given the opportunity to go into the Essex County Council Pension Scheme. Members are reminded that a Pension Policy for Discretions only was published by the Parish Council in June 2014 but this does not cover the above item;</p> <p>(c) To approve the policy in relation to the Parish Council purchasing card.</p>
FC18/124	<p>To approve the recommendation from the Communities Committee for acquisition of the public toilets in Hockley</p> <p>Motion: To approve the recommendation from Communities Committee that Hockley Parish Council requests Rochford District Council carry out a full refurbishment of the existing public toilet building in Hockley prior to handing it over to the Parish Council on a peppercorn rent. On completion, the Parish Council will be responsible for the maintenance of the facility on a 10 year lease, subject to conditions to be agreed with Rochford District Council.</p>
FC18/125	To consider contributing to the maintenance of the unmade private road adjacent to Plumberow Avenue Play Space.
FC18/126	To consider the email from Angela Hutchings, the Strategic Director at Rochford District Council regarding celebrations in 2020 and decide whether to participate.

FC18/127	<p>To note reports from Delegates to outside Organisation</p> <ul style="list-style-type: none"> • RHALC attended by Cllrs Roy Martin and Brian Hazlewood. Minutes previously circulated
FC18/128	<p>Date of next Meeting</p> <ul style="list-style-type: none"> • Items for next Agenda
FC18/129	<p>Exclusion of Press and Public in accordance with section 1 of the Public Bodies (Admissions to Meeting Act 1960, in view of the confidential nature of the business to be discussed, in the opinion of the Council, it was advisable in the public interest that the public and press be excluded.</p>
FC18/130	<p>To receive an update on personnel.</p>