



HOCKLEY PARISH COUNCIL

MINUTES OF HOCKLEY PARISH COUNCIL FULL COUNCIL MEETING HELD AT THE OLD FIRE STATION AT 7.30PM ON MONDAY 19TH NOVEMBER 2018

Present: Vice Chairman: Cllr. V. Randall

Councillors:

Cllr. M. Anderson	Cllr. N. Boxall	Cllr. M. Carter
Cllr. T. Carter	Cllr. S. Chelmsford	Cllr. T. Gleadall
Cllr. B. Hazlewood	Cllr. S. James	Cllr. S. Martin
Cllr. P. Meacham	Cllr. B. O'Shea	Cllr. B. Thorogood
Cllr. L. Vingoe		

Officers: Kelly Holland, Locum Clerk

Members of the public: None

FC18/147 Apologies for Absence

Apologies had been received from the Chairman, Cllr. R. Martin.

RESOLVED that the apologies be accepted.

FC18/148 Declarations of Interests

Cllr. T. Carter declared a non-pecuniary interest in item FC18/154 as she was mentioned in one of the complaint letters.

FC18/149 Minutes from Parish Council meetings

RESOLVED that

- (a) the minutes from the Full Council meeting held on 17th September 2018 be approved as a correct record and signed by the Chairman of the meeting.
- (b) the minutes from the extraordinary Full Council meeting held on 25th September 2018 be approved as a correct record and signed by the Chairman of the meeting.
- (c) the minutes from the extraordinary Full Council meeting held on 15th October 2018 be approved as a correct record and signed by the Chairman of the meeting.
- (d) the minutes from the extraordinary Full Council meeting held on 22nd October 2018 be approved as a correct record and signed by the Chairman of the meeting.

FC18/150 **Committee membership**

RESOLVED that the following changes be made to the membership of following committees:

- (a) Cllr. R. Martin be removed from the Festive Lights Sub Committee;
- (b) Cllr. T. Carter be appointed onto the Festive Lights Sub Committee;
- (c) Cllr. R. Martin be removed from the Communities Committee;
- (d) Cllr. P. Meacham be removed from the Appeals Committee;
- (e) Cllr. P. Meacham be appointed onto the Personnel Committee;
- (f) Cllr. B. Thorogood be appointed onto the Appeals Committee.

Cllr. L. Vingoe was against the decision.

FC18/151 **District and County Councillor reports**

A report was received from Cllr. B. Hazlewood.

FC18/152 **Minutes from Committee meetings**

RESOLVED that

- (a) the minutes from the Resources and Procedures Committee meetings held on 24th September 2018 and 22nd October 2018 be noted;
- (b) the minutes from the Planning and Local Development Committee meetings held on 17th September 2018, 1st October 2018, 15th October 2018 and 5th November 2018 be noted;
- (c) the minutes from the Environmental and Open Spaces Committee meeting held on 1st October 2018 be noted;
- (d) the minutes from the Communities Committee meeting held on 5th November 2018 be noted;
- (e) the minutes from the Festive Lights Sub Committee meeting held on 29th October 2018 be noted;
- (f) the minutes from the Personnel Committee meetings held on 12th November 2018 and 14th November 2018 be noted.

FC18/153 Discover 2020 Tourism Event

Members received a report from Cllrs. B. Thorogood and S. James; attendees were asked for their ideas on potential events that could be held in 2020 as there would be many anniversaries within the district in that year. A follow up meeting was to be arranged in the new year.

FC18/154 Complaints

The Parish Council considered complaints from residents regarding the cancellation of the Christmas street event and noise nuisance at Network Rail footbridge. A complaint was also received from a hirer who had not had their deposit returned.

RESOLVED that

- (a) the complaint regarding the Christmas street event be noted;
- (b) the complaint regarding noise nuisance be forwarded to Network Rail;
- (c) the hirer's deposit be returned on this occasion; a review of all procedures was required.

Cllrs. S. Martin and B. O'Shea abstained from the decision.

FC18/155 Training

The Responsible Financial Officer had attended the EALC and SLCC networking event on 8th November 2018 and would be attending training on the General Data Protection Regulations (GDPR) on 21st November 2018.

FC18/156 Council logo

Consideration was given to the two logos put forward for the Hockley and Hawkwell 55+ minibus.

RESOLVED that logo number 1 be approved.

FC18/157 RAVS Rayleigh and Rochford Timebank

Timebank is a way of volunteering to help someone and then exchanging that volunteer time for someone else's time. A volunteer could offer to teach baking to a resident and earn 1 time credit (1 hour is equal to 1 time credit). The volunteer could then use that time credit to have another volunteer cut their lawn in 'payment'. If a volunteer does not want to claim their time back, they can donate time credits to a community pot for the elderly or vulnerable residents.

RESOLVED that the information be noted.

FC18/158 **Christmas Shutdown**

Consideration was given to closing down for the Christmas period from Monday 24th December 2018 – Tuesday 2nd January 2019; it was noted that the office would be closed due to existing annual leave arrangements. Some members thought that this item should have been considered by the Personnel Committee before coming before Full Council.

RESOLVED that the Council would remain open throughout the Christmas period.

Cllr. T. Carter abstained from the decision.

Cllrs. S. James and S. Martin were against the decision.

FC18/159 **Reports from outside organisations**

- (a) Rochford Hundred Association of Local Councils – Cllr. R. Martin and Cllr. B. Hazlewood
Notes from the meeting had been previously circulated.
- (b) Hockley and Hawkwell 55+ Older Persons Social Centre – Cllr. S. Martin
Notes from the meeting had been previously circulated.
- (c) Larger Local Councils Forum – Cllr. R. Martin and Cllr. S. Martin
Notes from the meeting had been previously circulated.
- (d) Hockley Chamber of Trade – Cllr. R. Martin and Cllr. S. James
Notes from the meeting had been previously circulated.
- (e) Hockley Community Centre – Cllr. L. Vingoe
A report was received.
- (f) Hockley Public Hall – Cllr. L. Vingoe
A report was received. The Parish Council conveyed their thanks to the hall treasurer along with Jim and Pam Kendrick.

FC18/160 **Exclusion of Press and Public**

RESOLVED that the press and public be excluded for the remainder of the meeting in accordance with the Public Bodies (Admissions to Meetings) Act 1960, s.1 due to the confidential nature of the business to be considered.

The locum Clerk left the meeting, 8.35pm

FC18/161 **Staffing matters**

The Chairman reported progress on the applications received for the post of Clerk and the Interview Panel would hold an interview on Tuesday 20th November 2018. The Council Chairman would call an Extra Ordinary Full

Council meeting at 7pm on Monday 26th November to consider the outcome.

The Chairman had recommended that the RFO hours be temporarily increased from 6 hours a week to up to 16 hours a week until a full time Clerk is in place to enable her to formally undertake some of the Clerk's duties in the absence of and to assist the Locum Clerk, if required. In addition this would enable the Council to properly assess the hours required for the RFO post which were currently under reviewed.

RESOLVED that the temporary increase in the RFO hours from 6 hours a week to up to 16 hours a week at SCP38 be approved until a full time Clerk is appointed.

FC18/162 Date of next meeting

The next Parish Council meeting is on Monday 21st January 2019.

The meeting was closed at 8.45pm

Signed.....

Date.....

Chairman