



Hockley Parish Council

Minutes of the Hockley Parish Council meeting Held at The Old Fire Station, at 7.30 p.m. Monday 20th June 2016.

ITEM	SUBJECT
16/113	Welcome
16/114	<p>Members Attending.</p> <p>Chairman Cllr Roy Martin</p> <p>Present: Cllr M Anderson, Cllr N Boxall, Cllr M Carter, Cllr T Carter, Cllr T Gleadall, Cllr S James, Cllr S Martin, Cllr V Randall, Cllr L Vingoe, Cllr B O'Shea, Cllr S Chelmsford, Cllr Meacham.</p> <p>Also present: The Clerk. Rochford District Cllrs Adrian Eves and Mrs Carole Weston Ms G Yeadell, Mr B Hazlewood and Mr M Maddocks – candidates for co-option.</p>
16/115	<p>Declaration of Interests.</p> <p>Cllr B Hazlewood and Cllr M Carter declared an interest in minute 16/131 as District Councillors.</p>
16/116	<p>To consider Co-opting any interested candidates on to the Parish Council to fill the vacancies in Hockley West Ward.</p> <p>As two of the candidates were late, it was agreed to defer this item to follow Minute 16/123.</p> <p>Short presentations were received from the candidates to support their written submissions. Each presentation was followed by a brief question and answer session where councillors were given the opportunity to clarify any matters of concern. As there were four candidates the voting proceeded in two rounds; at the first round the first candidate was eliminated, at the second round the second candidate was eliminated and the remaining candidates were duly appointed as co-optees.</p> <p>Resolved: The Council appointed Mr B Hazlewood and Mr M Maddocks to become co-opted members of the council. Both signed the Declaration of Acceptance and joined the meeting.</p> <p>Proposed Cllr R Martin, seconded Cllr James and carried with one against and one abstention.</p> <p>Both co-optees signed the declaration of acceptance and joined the meeting from Minute 16/124, at which point Cllr Hazlewood's interest in minute 16/123 was noted.</p>
16/117	<p>To Confirm the Minutes of Council meeting held 16th May 2016 and note Resolutions.</p> <p>Resolved. The minutes of the meeting of 16th May 2016 were accepted as a true record. Proposed Cllr R Martin. Seconded Cllr Randall and carried unanimously.</p>
16/118	<p>To Confirm the Minutes of Council meeting held 23rd May 2016 and note Resolutions.</p> <p>Resolved. The minutes of the meeting of 23rd May 2016 were accepted as a true record.</p>

	Proposed Cllr R Martin. Seconded Cllr James and carried unanimously.
16/119	<p>Public participation.</p> <p>There were no members of the public present other than the candidates for co-option who did not wish to speak.</p>
16/120	<p>Ward and County Councillors may address the members.</p> <p>District Councillor Adrian Eaves introduced himself and gave an undertaking to work with the Parish Council on all matters and drew particular attention to the need to work on local planning matters. He also noted that verge maintenance was of concern and he was keen to develop standards of maintenance at the District Council Grounds Maintenance Department.</p>
16/121	<p>To consider correspondence received</p> <p>A complaint about Saturday working at Plumberow Mount has been resolved with the District Council Contract Manager undertaking that the work will not be started at a similar time in the future.</p>
16/122	<p>Clerk's report.</p> <p>The applications for Foundation Status have been taking longer to process than was originally expected and the process has been amended. The council's application will now be considered at the next meeting of the assessors in August 2016.</p> <p>Work is underway to complete the path at the Nature Reserve with completion expected this week, weather permitting. Whilst onsite, the contractor will be reseating the damaged gate at the far end of the reserve and improving access at the Plumberow end by widening the concrete base at the kissing gate. Cllr Randall asked that warning signs be erected to alert users of the work in progress.</p> <p>There is no update on Village of the Year application. The inspection is awaited.</p> <p>The minutes up to 2012 have been deposited with the Essex Record Office along with the 2006 Quality Council submission which was well-received as a snapshot of the council at the time.</p>
16/123	<p>Consultations.</p> <p>New Local Plan – the Issues and Options Document.</p> <p>To agree representatives and dates to attend RDC District Wide Community Engagement Events.</p> <p>Concern was expressed that the work would not have any lasting value, but the consensus was that not participating would have a more detrimental effect. Cllr Gleadall reminded the Council of the process that was used to manage the previous Parish Plan in 2007, pointing-out that the process involved participation from many organisations, not just the Council. Following a short discussion, it was agreed to establish a council led Neighbourhood Plan Steering Group with Cllrs Gleadall, Meacham and Vingoe as initial members.</p> <p>Resolved. The Council will establish a council led Neighbourhood Plan Steering Group to liaise with Rochford District Council. Proposed Cllr R Martin seconded Cllr Meacham and carried unanimously.</p>
16/124	To note training undertaken in the previous month and receive reports.

	No training has been reported to the Clerk.
16/125	<p>Register of interests.</p> <p>The clerk received completed Registers of Interest from each councillor for countersignature and submission to the District Council for publication.</p>
16/126	<p>The guidelines circulated on the accepted standard for producing and recording Resolutions at all meetings were noted and accepted without comment.</p>
16/127	<p>To consider authorising the Council to undertake hedge maintenance at Drovers Hill.</p> <p>Cllr Maddocks recommended that the Council should not undertake work on behalf of other organisations. It was suggested that the Clerk wrote to the ECC Highways Department insisting that the work be done and, following a short discussion, the council concluded that a letter should also be written to the landowners requiring them to maintain the hedges with a copy forwarded to the Highways Department via the County councillor.</p> <p>Resolved: The council will write to the landowners, with a copy to Cllr Michael Hoy the County Councillor, demanding that the hedge is maintained forthwith. Proposed Cllr Hazlewood seconded Cllr Vingoe.</p>
16/128	<p>The minutes and resolutions from Resources and Procedures Committee meeting on 23rd May 2016 were noted.</p> <p>There was no meeting of the Personnel Subcommittee.</p>
16/129	<p>To note the minutes and resolutions from Environmental Committee meeting on 6th June 2016. Minutes be circulated this week</p>
16/130	<p>To consider the virement of up to £4,000 from council's reserves to fund the renovation of the parish pavement using the powers granted by the Highways Act 1980 Section 43.</p> <p>The Clerk reported that work on the site would require permission from Essex County Council Highways and a Road-opening Permit has been applied for, as has an application for a statutory undertaking from the utility companies. If the pavement is classified as footway, a Section 50 (of the Highways Act 1980) Notice will also be required before work can commence.</p> <p>Resolved: The council will approve the virement of up to £4,000 from reserves to fund the renovation of the parish pavement. Proposed Cllr Vingoe seconded Cllr James carried with one abstention and one against.</p>
16/131	<p>To consider the Grounds Maintenance Contract and to note shortcomings on performance and use of subcontractors.</p> <p>The contractor has made a very disappointing start to the contract by failing to deliver any of the work on time. The Council have been informed that this is due to poor performance on the part of their subcontractors. As the use of subcontractors was specifically excluded from the original contract, the Clerk advised the council that the contract will have to be modified to allow the use of subcontractors if it is to continue.</p> <p>The Proposal "to sign the contract with Rochford District Council subject to amending clause 9.2 and allowing the use of subcontractors" did not attract a proposer and no amendments</p>

	<p>were tabled, therefore the motion was withdrawn.</p> <p>Action Clerk: A representative from Rochford District Council will be required to attend the next Full Council to provide a corrective action plan and demonstrate their capability to fulfil the contract before it is signed. Proposed Cllr Vingoe seconded Cllr James and carried unanimously.</p>
	<p>The Chairman proposed that Standing Orders were suspended at 9.35pm as the meeting started at 7.35pm. Seconded Cllr P Meacham. Carried unanimously</p>
16/132	<p>The minutes and resolutions from Planning and Local Development Committee meetings of 23rd May, 6th and 20th June</p> <p>Minutes of the 23rd May 2016 and 6th June 2016 were noted. There was no meeting on 20th June 2016.</p>
16/133	<p>The minutes and resolutions from Communities Committee and associated reports and updates were noted.</p> <ul style="list-style-type: none"> • Wild Woods Day 4th June • 90's Afternoon Tea 10th June • Art Trail 2nd-9th July • Open Gardens 17th July <p>The minutes and resolutions from the Festive Lights Subcommittee on 18th May 2016 were noted.</p> <p>To note the report from the Hall & Premises Working Group. Notes to be circulated this week.</p>
16/134	<p>The reports from delegates to other organisations were noted. Hockley Public Hall</p>
16/135	<p>Items for next agenda. Report from Rochford District Council presenting a corrective action plan for the Grounds Maintenance Contract</p>
16/136	<p>Date of next meeting – 18th July 2016</p> <p style="text-align: center;">Meeting closed 9.45pm</p>