



## HOCKLEY PARISH COUNCIL

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

Telephone: 01702 207707 e-mail: [enquiries@hockley-essex.gov.uk](mailto:enquiries@hockley-essex.gov.uk)

Website: [hockley-essex.gov.uk](http://hockley-essex.gov.uk)

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### Minutes from the Full Council meeting held on Monday 27<sup>th</sup> January 2020 at 7.30pm at the Old Fire Station, 58 Southend Road, Hockley.

<b>Present:</b>	<u>Chairman:</u>	Cllr. R. Martin	<u>Vice Chairman:</u>	Cllr. V. Randall
	<u>Councillors:</u>	Cllr. M. Anderson Cllr. B. Hazlewood Cllr. P. Meacham Cllr. L. Vingoe	Cllr. N. Boxall Cllr. S. James Cllr. B. O'Shea	Cllr. S. Chelmsford Cllr. S. Martin Cllr. B. Thorogood
	<u>District Councillor:</u>	Adrian Eves		
	<u>Officers:</u>	Kelly Holland, Parish Clerk Margaret Saunders, RFO		
	<u>Members of the public:</u>	Two		

#### FC19/79 Apologies for Absence

Apologies for absence had been received from Cllrs. M. Carter, T. Carter, S. Chelmsford and B. O'Shea.

**RESOLVED** that the apologies be accepted.

#### FC19/80 Minutes

**RESOLVED** that the minutes from the Full Council meeting held on 25<sup>th</sup> November 2019 be approved as a correct record and signed by the Chairman.

#### FC19/81 Progress Report

- FC18/194 (a) **Defibrillator at Sainsburys**  
The unit was checked weekly and is active with the Ambulance Service. Sainsburys were sourcing costs to connect the electric, the licence was in hand.
- FC19/56 **Forward Planning Working Group**  
A date for the meeting was to be arranged.
- FC19/70 **Naming of the allotment site in memory of Cllr. T. Gleadall**  
Letter received from Mrs Gleadall agreeing to the suggestion.
- FC19/78(a) **Contractual Hours for RFO**  
The contractual hours had been amended to 10 hours per week.
- FC19/78(c) **Creation of Assistant Clerk post**  
In progress with the Personnel Committee.

**FC19/82**      **Declarations of Interests**

Cllr. M. Anderson declared an interest in item 15(a) as he was the treasurer for the Hockley and Hawkwell Social Centre for the Older Person.

**FC19/83**      **Public Participation session**

Nothing raised.

**FC19/84**      **District and County Councillor reports**

The District Councillor, Adrian Eves, had been liaising with the developer of the Folly Chase development regarding the allotments. Cllr. Eves was asked to liaise with officers at Rochford District Council regarding the refurbishment of the public toilets in Southend Road.

**FC19/85**      **Essex Libraries Consultation**

The County Councillor had confirmed that libraries would not close at present.

**FC19/86**      **Structure, Terms of Reference and Policies**

Members considered the draft employee personal development review process as recommended by the Personnel Committee and Resources and Procedures Committee.

Following the recess periods in August 2019 and December 2019, members felt that there had not been any noticeable change in performance.

**RESOLVED** that subject to two small amendments, the employee personal development review process be approved and adopted.

*Cllr. B. Hazlewood was against the decision*

**FC19/87**      **Budget and Precept 2020/21**

All Committees had submitted their budget requirements for 2020/21; the Resources and Procedures Committee had scrutinised the proposed budgets over two separate meetings and recommended a budget of £307,576 and precept requirement of £294,976 for 2020/21. It was noted that the published figure on the agenda for the meeting had been amended due to the inclusion of additional income for bank interest.

**RESOLVED** that

(a) the proposed budget of £307,576 be approved;

(b) a precept of £294,976 be levied for 2020/21.

*Cllr. B. Hazlewood was against the decision*

**FC19/88**      **Leases**

The Agreement for Lease for the public toilets in Southend Road had been exchanged; Rochford District Council were in the process of obtaining quotations for the refurbishment.

The lease for the allotments in Folly Lane was provisionally agreed however Persimmon Homes were awaiting other approvals before the Agreement for Lease could be exchanged.

**FC19/89**      **Minutes from Committee meetings**

**RESOLVED** that

- (a) the draft minutes from the Communities Committee meeting held on 14<sup>th</sup> January 2020 be noted;
- (b) the draft minutes from the Environment Committee meeting held on 6<sup>th</sup> January 2020 be noted;
- (c) the minutes from the Planning Committee meeting held on 2<sup>nd</sup> December 2019 be noted;
- (d) the draft minutes from the Planning Committee meeting held on 6<sup>th</sup> January 2020 be noted;
- (e) the minutes from the Resources and Procedures Committee meeting held on 18<sup>th</sup> November 2019 be noted;
- (f) the minutes from the Resources and Procedures Committee meeting held on 2<sup>nd</sup> December 2019 be noted.

**FC19/90**      **Forward Planning**

Due to other commitments, the working group had not yet met, consideration was given to appointing an additional member onto the group.

**RESOLVED** that Cllrs. N. Boxall and B. Thorogood be appointed onto the working group.

**FC19/91**      **Consultations**

Two consultations were considered by members, it was noted that the consultation for the Statement of Community Involvement Addendums for the South Essex Plan would close on 27<sup>th</sup> January 2020. Members asked that the Clerk register the Council's interest in the South Essex Plan in order to keep up to date with developments.

**RESOLVED** that

- (a) no comments be submitted to the Home Office regarding strengthening Police powers to tackle unauthorised encampments;
- (b) no comments be submitted to Essex County Council regarding the Essex Coast Recreational Disturbance Avoidance and Mitigation Strategy Supplementary Planning Document

**FC19/92**     **Training**

Cllr. B. Thorogood requested permission to attend Councillor Training Days 1 and 2 in March 2020 and Chairman's Training later in the year. The Clerk would investigate more in depth personnel training.

**RESOLVED** that Cllr. B. Thorogood be authorised to attend Councillor Training and Chairman's Training.

**FC19/93**     **Reports from outside organisations**

- (a) Hockley and Hawkwell Social Centre for the Older Person  
The refurbishment had taken place over the Christmas period. The centre would be renamed to Hockley and Hawkwell Day Centre.
- (b) Rochford Hundred Association of Local Councils  
A report had been previously circulated, member discussed the planned roadworks in Sutton Road/Southend Road, Rochford.

**FC19/94**     **Items for the next agenda**

To note that Rochford District Council had created a working group to look at CCTV within the district and consider whether CCTV would be useful in Hockley.

**FC19/95**     **Date of next meeting**

The next Parish Council meeting will be held on Monday 23<sup>rd</sup> March 2020 at 7.30pm.

**FC19/96**     **Exclusion of press and public**

**RESOLVED** that the Parish Council 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).

**FC19/97**     **Staffing**

Members were given an update regarding recent staffing developments. One Ranger had handed in his resignation, the Personnel Committee would be looking at staffing levels and recruitment.

There was a discussion regarding the newly created Assistant Clerk post.

The meeting was closed at 8.56pm

**Signed:**  
**Chairman**

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**Date:**

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