



Heybridge Parish Council

Minutes of the **PARISH COUNCIL MEETING** held on **THURSDAY 20th APRIL 2017** in the Claydon Room, Plantation Hall, Colchester Road, Heybridge.

PRESENT

Vice-Chairman: Prof. Lew Schnurr

Councillors:

| | | |
|---------------|---------------|--------------|
| Simon Burwood | Richard Perry | Ashley Jones |
| Trevor Cable | Keith Lawson | Gary Young |
| Sofia Bishop | Natalie Lewis | Bernard Hall |

Officers: Laurie Wiebe – Clerk and RFO

Members of Public: 7
District Councillors: None
Police: None
Other Representatives: None

In the Chair: Cllr Prof Schnurr

The meeting started at 8:30pm.

16/556 **Apologies for Absence**
Apologies were received from Cllr Edwards (prior commitment) and Cllr Gentry (prior commitment.)

It was **RESOLVED** to accept the apologies and reasons for apologies.

16/557 **Chairman's Announcements**
The Chairman invoked standing order 24 to allow the motion carried from the Annual Parish Meeting to be considered. Members considered restoring the Heybridge Women's Institute village rate under Plantation Hall scale of charges.

Cllr Burwood proposed that Heybridge Women's Institute have restored village rate. The motion was seconded and a vote was held.

It was **RESOLVED** that Heybridge Women's Institute have restored village rate.

16/558 **Minutes**

The minutes of the Parish Council meeting held on 16 March 2017 were received. Cllr Lewis asked that minute no 16/514 iii be amended to read 'quotes be sought for consideration at a future meeting the purchase of polo shirts, full-zip fleeces and baseball caps.'

It was **RESOLVED** that the minutes of the Parish Council meeting held on 16th March 2017 be approved and confirmed as amended.

The minutes of the Planning Committee meeting held on 6th April 2017 were received.

The minutes of the Events Committee meeting held on 11th April 2017 were received.

The minutes of the Environment and Resources Committee held on 23rd March 2017 were received.

16/559 Declarations of Discloseable Pecuniary Interests, Other Registerable Pecuniary Interests, Registerable Non-Pecuniary Interests

There were none.

16/560 Public Participation Session

There were no comments.

16/561 District Councillors' and Emergency Services Report

There were no further reports.

Members received a report from the liaison meeting held on 31st March 2017 included in the Clerk's report. It was noted that the next liaison meeting was scheduled for 28th April 2017.

16/562 Report from the Clerk

A report was received by Members.

It was noted that the cost to submit an application to Essex County Council to divert footpath 56 by 5 metres North would be £2450.00. Cllr Lawson proposed to contact the County Council to clarify the cost of footpath diversion application. Cllr Bishop seconded.

It was **RESOLVED** that the County Council be contacted to clarify the cost of footpath diversion application.

It was noted that Cllr Prof Schnurr and the Clerk have completed Annual Governance Review. A full report would be circulated for the Statutory Parish Council Meeting.

Members received a report on continuous professional development. There was a general discussion. It was agreed to discuss the training policy at the next Council meeting and that Members were to put forward proposals of how the training policy should be changed.

16/563 Policies and Consultations

- i) Members considered submitting comments to Police and Crime Commissioner on the Local Case for Change public consultation (deadline 10th May 2017);
- ii) Members considered submitting comments on the Coastal Access Report (deadline 25th May 2017);
- iii) Members considered submitting comments on the Housing White Paper consultation (deadline 28th April 2017). It was noted that the consultation had very important implications. No Member volunteered to draft comments. Cllr Burwood proposed that no comments be submitted which was seconded by Cllr Lewis. Cllr Burwood asked that important documents which Councillors need to take lead on be especially flagged;
- iv) Members considered submitting comments to Maldon District Council on the following consultations (deadline 28th April 2017):-
 - a. Sustainability Appraisal Report
 - b. Neighbourhood Plans Summary
 - c. Housing Trajectory and Infrastructure Delivery Plan Update
 - d. Rural Employment Allocations Evidence Base
 - e. Updated retail study evidence.Cllr Prof Schnurr circulated to Members draft responses to the consultations.
- v) Members considered submitting comments to Locality on the Commission on the Future of Localism Consultation (deadline 12th June 2017.)

It was **RESOLVED** that:-

- i) Cllr Young and Cllr Bishop draft a response to the Police and Crime Commissioner on the Local Case for Change public consultation to be circulated by e-mail to Members before submission;
- ii) Cllr Prof Schnurr draft comments on the Coastal Access Report;
- iii) No comments be submitted on the Housing White Paper consultation;
- iv) The draft comments prepared by Cllr Prof Schnurr be submitted to Maldon District Council;
- v) Cllr Burwood and Cllr Prof Schnurr draft a response to Locality on the Commission on the Future of Localism Consultation.

16/564 Town Council (min 10 Councillors to be present)

Members considered adopting town council status.

There was a general discussion. It was agreed that the Clerk circulate to Members the proposition papers previously generated by Cllr Edwards and Cllr Prof Schnurr outlining the pros and cons of town status.

It was **RESOLVED** that Members will discuss and resolve town council status at the Parish Council meeting to be held on 15th June 2017.

16/565 **Financial Matters**

(a) Accounts for Payment

The Parish Council received the following accounts (inclusive of VAT) for payment as set out in the payments schedule circulated at the meeting –

6 April 2017

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|--------------------------------------|-----------|--|-----------|
| JC Doubtfire | £100.00 | Donation (Row 4 a reason) | 1371 |
| Heybridge Basin Regatta | £200.00 | Donation | 1371 |
| Maldon District Vision Impaired Club | £100.00 | Donation | 1371 |
| Thames Sailing Barge Trust | £25.00 | Donation | 1371 |
| A Hilton | £20.25 | Mileage for Month March 2017 | 4201 |
| T Powell | £15.06 | Mileage for Month Feb & March 2017 | 4201 |
| A Hilton | £20.00 | ASDA – Chairmans Allowance | 4701 |
| Mrs J M Martin | £55.00 | Postage Stamps | 4601 |
| R Sanchez | £100.00 | Hire deposit refund re 19/3/17 | 2301 |
| AGH Engraving | £30.00 | Changing Room signs supply and engrave | 2401 |
| A&J Lighting Solutions | £134.40 | Street lighting | 3601 |
| EALC | £282.05 | Councillor planning training | 4801 |
| Edgar's Water | £20.40 | Bottled water | 2501 |
| Essex County Council | £3112.80 | Legal work and search fees | 3701 |
| Essex Supplies (UK) Ltd | £59.42 | Washroom supplies at PHall | 2501 |
| Greenbarnes Ltd | £3,662.67 | Timber noticeboards and posts | 3401 |
| Kempco Ltd | £305.46 | Stationery, kitchen and washroom supplies | 4601/2501 |
| Maldon District Council | £6512.45 | Recharge re Parish by-elections | 3901 |
| Stephensons of Essex Ltd | £915.00 | Undercharge re bus service 2015/2016 and 2016/2017 | 1375 |
| The Window Cleaner | £45.00 | Window cleaning at PHall 27/3/17 | 2401 |
| Essex & Suffolk Water | £42.91 | Monthly payment re water supply at PHall | 2201 |
| Maldon District Council | £381.60 | Monthly non-domestic rates re PHall | 2201 |
| Maldon District Council | £622.37 | Monthly non-domestic rate re Daisy Meadow Car Park | 3201 |

20 April 2017

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| Heybridge WI | £50.00 | Refund of hire deposit re 7/4/17 | 2301 |
| E Mills | £100.50 | Refund of hire deposit re 9/4/17 | 2301 |
| N Rowe Tipper | £100.00 | Refund of hire deposit re 10/4/17 | 2301 |
| Heybridge Primary School PTFA | £1336.69 | donation | 1371 |
| AGH Engraving | £236.00 | Supply and Engrave 30 th Anniversary Gifts | 1202 |
| Brady Corp Ltd | £47.88 | Fire and Accident Book Holder | 4601 |
| BG Appleton | £144.00 | Clean 3 bus shelters | 3001 |
| Kempco Ltd | £626.62 | Stationery supplies at PHall | 4601 |

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| G R Hilton | £162.00 | Grounds maintenance March 2017 | 3001 |
| G R Hilton | £193.00 | Remove old and install new noticeboards at PHall and Heybridge Basin | 3001 |
| M&G Fire Protection (Essex) Ltd | £192.00 | Service fire alarm and extinguishers | 2401 |
| SLCC Enterprises Ltd | £153.60 | Seminar 27/4/17 | 4801 |
| Stephensons of Essex Ltd | £529.00 | Bus service for month March 2017 | 1375 |
| EALC | £989.64 | EALC and NALC affiliation fee 2017/18 | 3301 |
| Green Recycling Ltd | £48.25 | Monthly payment re waste collection PHall | 2201 |
| Crown Gas & Power | £176.47 | Monthly payment re gas supply at PHall | 2201 |
| British Telecom | £120.13 | Quarterly payment re telephone 01621 852471 | 2201 |
| Southern Electric | £112.40 | Monthly payment re street lighting | 3601 |
| British Telecom | £215.57 | Quarterly payment re telephone 01621 855652 | 2201 |
| Southern Electric | £636.37 | Quarterly payment re electricity supply at PHall | 2201 |

RESOLVED that the above accounts be approved for payment.

- b) Members received an updated statement of accounts for April 2017.
- c) Members received the monthly bank reconciliation for March 2017;
- d) It was noted that the period of publication of the unaudited annual return for 2016/2017 will be 6th June to 17th July 2017.

16/566

Bus Service 288 Extension

- i) It was noted passenger numbers for March 2017 were 124.
- ii) Members considered continuing the bus extension at £26 per day for 2017/2018. There was a general discussion. Cllr Lawson proposed to approve continuing the bus extension for 2017/2018 and that a report be generated next year which was seconded.

It was **RESOLVED** that bus service 288 extension continue for 2017/2018.

16/567

Reports from Committees and Working Groups

- i) Elms Farm Park Group
Members received a report from Cllr Prof Schnurr and the latest minutes.
- ii) Maldon and Blackwater Community Coastal Group
Members considered the proposal from Maldon District Council on the location of the coastal hub in Daisy Meadow Car Park.

It was **RESOLVED** to agree the proposed location of the coastal hub in Daisy Meadow Car Park.

16/568 Plantation Hall Extension Working Group

Members considered appointing Members onto the working group. Following a discussion, Cllr Burwood proposed to defer forming the working group until the Statutory Parish Council meeting.

It was **RESOLVED** to defer appointing Members onto the working group to the Statutory Council meeting.

16/569 NALC Devolution Toolkit

Members received the devolution toolkit.

16/570 Training Notifications

Members received the latest training notifications. There was a general discussion regarding Councillor training.

It was **RESOLVED** that:-

Cllr Burwood attend Chairman's Day 2 and Day 3.

Cllr Lewis left the meeting at 9:55pm.

Cllr Hall left the meeting at 9:56pm.

16/571 Future meetings

The next meeting of the Planning Committee of the Parish Council will be Thursday 4th May 2017 at 7.30pm.

The next meeting of the Events Committee of the Parish Council will be held on Thursday 11th May 2017 at 7.30pm.

The Statutory Parish Council Meeting will be held on Thursday 18th May 2017 at 7.30pm.

The next meeting of the Environment and Resources Committee will be held on 27th April 2017 at 7.00pm.

The meeting closed at 10.00pm.

Chairman
18 May 2017