



# Heybridge Parish Council

Members of the Council are hereby summoned to attend the Parish Council meeting in the Main Hall, Plantation Hall, Colchester Road, Heybridge on **THURSDAY 20<sup>th</sup> APRIL 2017 following the Annual Parish Meeting** for the purpose of transacting the following business.

## **Recording of meetings**

To note that this meeting may be recorded or filmed and will be capable of repeated viewing or another use by such third parties. It is possible that the recording equipment or cameras will capture your image and this will result in the possibility that your image will become part of the broadcast. This may infringe your human and data protection rights and if you wish to avoid this you should move to the appropriate area of the room. Anyone present intending to record the meeting, or any part thereof, must declare their intention to the Chairman and Clerk before the meeting commences.

## **Public Participation**



This meeting is held in public. To note that under Local Government regulations, only persons registered on the electoral roll are permitted to speak. Visitors will be able to speak within the allotted ten minutes. If several visitors wish to express similar views it is suggested that a spokesperson should speak on behalf of the group. When visitors wishing to speak arrive at the meeting, they should give their names to the Clerk and say that they wish to speak. To avoid arguments and keep the length of meetings to a reasonable level, Councillors will not enter into discussion with visitors during the allocated public participation time. Apart from the initial participation session, the public are not allowed to speak in the meeting.

**Laurie Wiebe**  
**Clerk to Heybridge Parish Council**

**12<sup>th</sup> APRIL 2017**

*In order to reduce paper wastage, Members of the Press or Public who would like copies of the appended documents available for the meeting should make prior arrangements with the Clerk at least 2 days before the scheduled meeting.*

## AGENDA


1.  **Apologies**
  - i) To receive apologies for absence;
  - ii) To approve the reasons for absence.
  
2. Chairman's Announcements.
  
3.  **Minutes**

To receive and confirm the Minutes of the Parish Council meeting held on 16<sup>th</sup> March 2017 (Appendix 1.)


To receive the Minutes of the:

  - Environment and Resources Committee held on 23<sup>rd</sup> March 2017 (to be circulated)
  - Planning Committee held on 6<sup>th</sup> April 2017 (Appendix 2)
  - Events Committee held on 13<sup>th</sup> April 2017 (to be circulated)
  
4. **Interests**

To receive member's declarations of Discloseable Pecuniary Interests, Other Registerable Pecuniary Interests, Registerable Non-Pecuniary Interests on items on the agenda. To note any dispensations granted.  
(Members are reminded that they are also required to declare interests as soon as they become aware should the need arise throughout the meeting.)
  
5. **Public Participation**

Public participation session with respect to items on the agenda and other matters that are of mutual interest.
  
6. To receive reports from:
  - a) **District Councillors**
    - To receive a report from the liaison meeting held on 31<sup>st</sup> March 2017 (included in Clerk's Report);
    - The next liaison meeting is scheduled for 28<sup>th</sup> April 2017.
  - b) **Police and any other emergency services, if present.**
  
7. **Clerk's Report**
  - i) To receive a report from Clerk (Appendix 3);
  - ii) To note the Essex County Council application cost to divert footpath 56 by 5 metres North would be £2450;
  - iii) To note that the Clerk and Cllr Prof Schnurr have completed a Governance Review. A full report will be circulated for the Statutory Parish Council Meeting;
  - iv) To receive a report on Continuous Professional Development.
  
8.  **Policy and Consultations**
  - i) To consider submitting comments to Police and Crime Commissioner on the Local Case for Change public consultation (deadline 10<sup>th</sup> May 2017) (previously circulated);
  - ii) To consider submitting comments on the Coastal Access Report (deadline 25<sup>th</sup> May 2017 – hard copy only);

- iii) To consider submitting comments on the Housing White Paper consultation (deadline 28<sup>th</sup> April 2017 - Appendix 4);
- iv) To consider submitting comments to Maldon District Council on the following consultations (deadline 28<sup>th</sup> April 2017 – circulated by e-mail)
  - i) Sustainability Appraisal Report Update;
  - ii) Neighbourhood Plans Summary;
  - iii) Housing Trajectory and Infrastructure Delivery Plan Update;
  - iv) Rural Employment Allocations Evidence Base;
  - v) Updated retail study evidence
- v) To consider submitting comments to Locality on the Commission on the Future of Localism Consultation (deadline 12<sup>th</sup> June 2017 – Appendix 5);

9.  **Town Council (min 10 councillors to be present)**

To consider adopting town council status.

10.  **Financial Matters**

- i) To receive the schedule of payment for 6 April 2017 and 20 April 2017 including invoices and accounts for payment (to be circulated);
- ii) To receive an updated statement of accounts (to be circulated);
- iii) To receive the monthly bank reconciliation for March 2017 (Appendix 6);
- iv) To note the period of publication of the unaudited annual return 2016/17 will be 6<sup>th</sup> June to 17<sup>th</sup> July 2017.

11.  **Bus Service 288 Extension**

- i) To note passenger numbers for March 2017 were 124.
- ii) To consider continuing the bus extension at £26 per day for 2017/18.

12. **Reports from Outside Committees, Representatives and Training**

- i) Elms Farm Park Group  
To receive a report from Cllr Prof Schnurr and the latest minutes (Appendix 7)
- ii) Maldon and Blackwater Community Coastal Group  
To agree the location of the coastal hub in Daisy Meadow Car Park (Appendix 8.)

13. **Plantation Hall Extension Working Group**

To appoint Members onto the working group.

14. **NALC Devolution Toolkit**

To receive the Devolution Toolkit which includes how to start, examples and case studies (Appendix 9).

15. **Training Requests**

To approve any training requests received. (Members receive weekly emails outlining the various training courses available.)

**16. Future meetings**

- i) The next meeting of the Planning Committee of the Parish Council will be held 4<sup>th</sup> May 2017 at 7.00pm.
- ii) The next meeting of the Events Committee of the Parish Council will be held on 11<sup>th</sup> April 2017 at 7.30pm.
- iii) The Statutory meeting of the Parish Council will be held on 18<sup>th</sup> May 2017 at 7.30pm.
- iv) The next meeting of the Environment and Resources Committee will be held on 27<sup>th</sup> April 2017 at 7.00pm.

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For information only:-

Items for the next meeting:

Statutory Parish Council Meeting

Annual Return 2016/17

Action Plan 2017/18

Corporate Review

Charity of the Year

Upcoming Public Events:

Bingo and fish n' chips – 29<sup>th</sup> April 2017 (joint event with Heybridge Blackwater Rotary Club)

Community Festival – Sunday 30<sup>th</sup> July 2017