



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 AUGUST 2015** at 7.00pm 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.


13th AUGUST 2015


In order to reduce paper wastage, Members of the Press or Public who would like copies of the appended documents available during the meeting should make prior arrangements with the Clerk.

AGENDA

1.  Apologies for absence
2. Chairman's Announcements
3. **Declaration of Acceptance of Office Forms**
To receive the three new Members declaration of acceptance of office forms.
4.  **Minutes**
To receive and confirm the Minutes of the Parish Council meeting held on 16th July 2015 (Appendix 1.)

To receive the Minutes of the Planning Committee of the Parish Council held on 6th August 2015 (Appendix 2.)

To receive the Minutes of the Events Committee of the Parish Council held on 13th August 2015 (to be circulated.)
5.  **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.)
6. **Public Participation**
Public participation session with respect to items on the agenda and other matters that are of mutual interest.
7. To receive reports from:
 - a) **District Councillors**
 - b) **Police and any other emergency services, if present.**
8.  **Planning**
 - a) To consider and make comments to the District Council on applications received:

Application No. FUL/MAL/15/00757
Proposal: Proposed retention of stone yard for storage of building and landscaping materials, parking and revised layout and waste recycling use to the rear of site to continue as per ESS/15/14/MAL
Location: 27 The Causeway, Maldon

Any other planning applications received will be circulated to Members.
 - b) To receive any update on the Local Development Plan.

- c) To note that District Council policies regarding pre-application planning meetings exclude involvement of any Parish Council (report from Cllr Prof Schnurr.)

9.



Clerk's Report

To receive a report from the Clerk (Appendix 3);

- i) To note that Saltmarsh75 will be held on the 3rd and 4th October 2015;
- ii) To consider joining the County Council Where Does The Water Go Project (Appendix 4). To appoint two Councillors as lead for the project;
- iii) To ratify the costs of £289 for repairs to the ladies toilet as caused by a hirer;
- iv) To consider the quotations received for window blinds for Main Hall and Claydon Room roof windows;
- v) To receive an update on the large refuse bins located in Daisy Meadow Car Park near the canal steps;
- vi) To consider completing the Maldon District Conservation & Design Awards (Appendix 5);
- vii) To consider purchasing 1000 bulbs for community bulb planting event;
- viii) To consider allowing a local bandpipe band free use of the Main Hall for one hour per week for a trial period.

10.



Consultations and Policies

- i) To note the Proposal on the Provision of Court and Tribunal estate in England and Wales consultation (Appendix 6);
- ii) To note the Public Sector Exit Payment Cap consultation (Appendix 7.)

11.

Website

To receive a report from Cllr. Jennings regarding updating the website.

12.



Appointment of Tourism and Locality Representative

At the request of Cllr. Perry to consider appointing a Member as Tourism and Locality Representative.

13.

Heybridge Post Office

- i) To consider the implications of supporting Heybridge Post Office;
- ii) To receive a report from Cllr Prof Schnurr.

14.

Parish Council Assets/Projects

a) Heybridge Herald (Lead Councillor – Cllr. Michael Edwards)

- i) To receive a report from the leading Councillor.

b) Basin Matters (Lead Councillor – Cllr Prof Schnurr)

- i) To receive a report from the leading Councillor.
- ii) To receive an update from Cllr. Prof Schnurr on public conveniences.



c) Projects (including 5 year project plan) and Grants Working Group

- i) To receive a report from the leading Councillor;
- ii) To consider submitting an expression of interest for the Community Initiative Fund grant by 28th August 2015 towards the costs of replacing Children's Play Equipment at Plantation Hall (Appendix 8.)

d) Neighbourhood Planning Task and Finish Working Group

- i. To note the Working Group will meet at end of August 2015.

15.



Financial Matters

- a) To receive and consider the schedule of payments including invoices and accounts for payment (to be circulated at the meeting);
- b) To receive an updated statement of accounts (to be circulated at the meeting);
- c) To receive the monthly bank reconciliation (to be circulated at the meeting);
- d) To consider renewing the Chelmer Canal Trust membership for £20.
- e) To consider making a donation to the Heybridge and Maldon Community Responders.

16.

Highways and Environment Matters

- a) Tree Warden (vacancy);
- b) Public Rights of Way Liaison Warden (Cllr Young);
- c) To receive a report from the Parish Emergency Co-ordinator (Clerk).
- d) Local Highways Panel

17.



Reports from Committees

a) Planning Committee

- i. To receive a report from the Chair of the Committee;
- ii. To consider any recommendations.

b) Events Committee

- i. To receive a report from the Chair of the Committee;
- ii. To consider any recommendations.

c) Budget Committee

- 1. To note that the Committee will next meet on 7th September 2015.

18.

Reports from Outside Committees and Training

a) Transport Representatives Meeting – Cllr. Prof Schnurr

- i) To receive a report from Cllr. Prof. Schnurr;
- ii) To note the bus 288 passenger numbers for July 2015 were 165.

b) Elms Farm Park Friends Group & Oak Tree Meadow – Cllr. Burwood

- i) To receive a report from Cllr. Burwood;
- ii) To receive the Minutes from the AGM held on the 22nd July 2015 (Appendix 9.)

- c) **Health Matters** – Cllr. Dr. Blyth
 - i. To receive a report from Cllr. Dr. Blyth.

19. Training Notifications

- a) To approve any EALC training requests received:
 - i) Bullying and Harassment (HR) – 2 September 2015 - £47 per delegate
 - ii) Budget and Precept – 3 September 2015 - £47 per delegate
 - iii) Law and Procedures – 8 September 2015 - £70 per delegate
 - iv) Chairman’s Day 3 – 9 September 2015 - £70 per delegate
 - v) EALC AGM – 24 September 2015
 - vii) Council Finance – 1 October 2015 - £70 per delegate
 - ix) Planning Day – 7 October 2015 - £47 per delegate
 - x) Risk Assessment Level 2 – 20 October 2015 - £80 per delegate (admin assistant would like to attend)
 - xi) Performance Management – 3 November 2015 - £47 per delegate
 - xii) FOI/Data Protection – 5 November 2015 - £47 per delegate
 - xiii) Planning Day – Statutory Planning – 11 November 2015 - £47 per delegate
 - xiv) Funding Do’s and Don’ts – 12 November 2015 - £47 per delegate
 - xv) Advanced Councillor Training Day 1 – 18 November 2015 - £70 per delegate
 - xvi) Advanced Councillor Training Day 2 – 9 December 2015 - £70 per delegate

19. Future meetings

The next meeting of the Planning Committee of the Parish Council will be held on Thursday 3rd September 2015 at 7.00pm.

The next meeting of the Events Committee of the Parish Council will be held on 10th September 2015 at 7.30pm.

The next meeting of the Parish Council Meeting will be held on Thursday 17th September 2015 at 7:00pm.

For Information Only:

Items for next Parish Council Meeting agenda:

Corporate Strategy Policy

Update on various works

Quotes to plant a new hedge along Sherpa Path with possible post-and-rail fence

Quotes for electric oven

Daisy Meadow Car Park entrance Amenity Light

Drainage ditch adjacent Daisy Meadow Car Park

Car Park Policy