



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 21 JANUARY 2016** 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.


15th JANUARY 2016


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.  **Minutes**
To receive and confirm the Minutes of the Parish Council meeting held on 17th December 2015 (Appendix 1.)

To receive the Minutes of the Planning Committee of the Parish Council held on 7th January 2016 (Appendix 2.)

To receive the Minutes of the Events Committee of the Parish Council held on 14th January 2016 (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**
 - b) **Police and any other emergency services, if present.**
7.  **Planning**
 - a) To consider and make comments to the District Council on applications received.
 - i) Application No: WTPO/MAL/15/01351
Proposal: TPO 2/95 – T1 Oak – Reduce crown by up to 2m, crown raise to approx. 4m, remove dead wood.
Location: 57 Crescent Road, Heybridge
 - ii) Application No: HOUSE/MAL/16/00017
Proposal: Erect conservatory in cream upvc
Location: 13 Battle Rise, Heybridge

Any other planning applications received will be circulated to Members;
 - b) To receive any update on the Local Development Plan;
 - c) To receive any update on Section106 allocations (Cllr. Lawson and Cllr Prof Schnurr.)

8.  **Clerk's Report – including Property Matters**
i) To receive a report from the Clerk (Appendix 3);
ii) To consider quotations received for Plantation Hall Electricity and Gas Contract. To note the current 3-year contract ends March 2016;
iii) To ratify the expense of £440.00 + VAT to replace the hot water urn in the kitchen;
iv) To ratify the expense of £759.50 + VAT to replace the water cylinder in the boiler room;
v) To consider the comments made by the District Council Conservation Officer regarding relocating the Horse Trough and decide if the Horse Trough should be relocated to the suggested location;
vi) To receive an update from the Land Registry;
vii) To consider having a wildlife preliminary survey of the ordinary watercourse which runs adjacent to Daisy Meadow Car Park entrance.
9.  **Consultations and Policies**
i) To consider submitting the draft comments to Department of Communities and Local Government on the consultation on proposed changes to national planning policy (to be circulated);
ii) To consider submitting comments on the Langford and Ulting Neighbourhood Plan (Appendix 4);
iii) To consider submitting comments on the Magnox Socio-economic Plan consultation (Appendix 5).
10.  **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 advert and sponsored matchball for Maldon Cricket Club for £105;
e) To consider renewing the membership to Thames Estuary Partnership for £75;
f) To consider the donation request from the PCC towards the Church magazine and the Parish Council advert (Appendix 6.)
11.  **Parish Council Assets/Projects**
a) Heybridge Herald (Lead Councillor – Cllr. Michael Edwards)
i) To note the winter edition of the Herald is being drafted by the printers.
b) Basin Matters (Lead Councillor – Cllr Prof Schnurr)
i) To receive a report from the leading Councillor.
c) Projects (including 5 year project plan) and Grants Working Group
i) There is no report.

d) Neighbourhood Planning Task and Finish Working Group

- i. To note that Cllr Moodey has offered to join the working group as a local business owner;
- ii. To note Osea Island has expressed an interested to join the working group as a local business.

12. Highways and Environment Matters

- a) To receive a report from the Tree Warden (Mr. Hammans). To note that the tree warden is investigating a tree at Larch Walk walk-through from Rowan Drive;
- b) To receive a report from the Public Rights of Way Liaison Warden (Cllr Young) (Appendix 7);
- c) To receive a report from the Parish Emergency Co-ordinator (Clerk). Nothing to report;
- d) Local Highways Panel. Nothing to report.

13.  Reports from Committees

a) Planning Committee

- i. To consider any recommendations.

b) Events Committee

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

14. Reports from Outside Committees, Representatives and Training

a) Transport Representatives Meeting – Cllr. Prof Schnurr

- i) To note the next meeting is scheduled to take place on Tuesday 2nd February 2016.
- ii) To note the bus 288 passenger numbers for December 2015 were 145.

b) Elms Farm Park Conservation Group – Cllr. Burwood

- i) No written report has been received.

c) Health Matters – Cllr. Dr. Blyth

- i. No written report has been received.

d) Tourism and Leisure Representative – Cllr. Perry

- i. No written report has been received.

e) To consider appointing a **School Liaison Representative.**

f) Coastal Communities Group

To note that Cllr Prof Schnurr and Cllr Edwards will be attending the inaugural meeting as agreed by the Planning Committee.

g) Where does the Water go Project

To note that the project will proceed during the summer months provided that five volunteers come forward.

15. Training Notifications

a) To approve any EALC training requests received:

- Procurement Regulations Workshop – 11 February 2016 - £47 per delegate
- End of Year Accounting/Getting through Audit Requirements – 25 February 2016 - £80 per delegate
- Health & Safety Level 2 – 8 March 2016 - £80 per delegate
- Village Halls – 10 March 2016 - £75 per delegate
- Police Partnership Conference – 15 March 2016
- Chairman's Day 1 – 23 March 2016 - £70 per delegate

16. Future meetings

The next meeting of the Planning Committee of the Parish Council will be held on Thursday 4th February 2016 at 7.00pm.

The next meeting of the Events Committee of the Parish Council will be held on 11th February 2016 at 7.30pm.

The next meeting of the Parish Council Meeting will be held on Thursday 18th February 2016 at 7:00pm.

For Information Only:

Items for next Parish Council Meeting agenda:

Update on various works

Action Plan Review

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

Annual Parish Meeting Guidelines

Plantation Hall Scale of Charges 2016-2017

Efficiency Report – consideration

Parish Council Procurement Procedure Policy