



Heybridge Parish Council

Members of the Council are hereby summoned to attend the Parish Council meeting in the Claydon Room, Plantation Hall, Colchester Road, Heybridge on **Monday 15th October 2018 at 7.30pm** 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.

Amanda Hilton

Clerk to Heybridge Parish Council

9 October 2018

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 Wednesday 19th September 2018 (Appendix 1.)

To receive the Minutes of the:

- Draft minutes of the Planning Meeting held on Monday 1st October 2018 was (to be circulated)
- Draft Minutes of the Events Meeting held on Monday 8th October 2018 (to be circulated)
- Draft Minutes of the Environment and Resource Committee Meeting held on Wednesday 26th September 2018 (to be circulated)
- Draft Minutes of the Personnel Meeting held on the 27th September 2018 (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 (if present)
- b) Police (if present)
- c) MDC Community Protection Team (September 2018 Appendix 2)



7. **Co-option**

To consider Co-opting Mrs M Lewis to fill one vacancy (West Ward) A copy of the expression of interest letter from Mrs M Lewis will be received by members prior to the vote.



8. **Highway Defects.**

a) To consider submitting four highway defects following a request from Cllr M Durham. (Members were circulated the information on Monday 8th October 2018)



9. **Financial Matters**

- a) To receive and consider schedule of payments including invoices and accounts for payment dated 8th October 2018 (previously circulated and approved) and 15th October 2018 (to be circulated)
- b) To receive an updated statement of accounts (to be circulated)
- c) To receive the bank reconciliation for September 2018 (Appendix 3)
- d) To ratify the expense of £15.00 for the Clerk to attend the SLCC and EALC joint networking event on Thursday 8th November 2018.
- e) To ratify the expense of £55.00 for Cllr Harrison's attendance at the EALC Planning Briefing held on Saturday 6th October 2018.
- f) To ratify the expense of £100.00 for Cllr Burwood's attendance at the EALC Principles of Safe Guarding and Protecting Children, Young People or Vulnerable Adults Certificated Course Level 3 on Tuesday 16th October 2018.



10. **Clerks Report**

- a) To note the Council's Annual Insurance has been renewed.
- b) To note the Clerk has updated the information held by the Community Resilience Team at Maldon District Council regarding Plantation Hall acting in an emergency as rest centre.
- c) To note the Chairman, Cllr Harrison and the Clerk attended the ECC Annual Joint Conference and EALC 73rd AGM on Thursday 20th September 2018.
- d) To note following several Anti-Social Behaviour incidents at Plantation Hall the Clerk is working alongside the Anti-Social Behaviour Officer at Maldon District Council.
- e) To note the Defibrillator has been installed.
- f) To note the new Claydon Room floor has received positive feedback.
- g) To note any articles for the Maldon and Heybridge Life must be received by Wednesday 17th October 2018.



11. **Appointments and Representatives**

- a) To consider appointing Cllr Harrison as a member of the LCLC Bradwell Site. Cllr Harrison to report.

12. **Training Requests**

To approve any training requirements (members receive emails of training opportunities available)

- a) Cllr Harrison, Cllr Jones and The Clerk attend The Local Council Police & Fire Conference 2018, Local Visible Accessible Policing Conference on Tuesday 20th November 2018 (EALC) at £25.00 per delegate.



13. **Response to Planning Application 15/00419/OUT PP -03861735**
Land at Broad Street Green Road, Maypole Road and Langford Road Great Totham/Heybridge Essex

- a) To receive a report from Cllr Perry.



14. Personnel

- a) To receive a report from Cllr Burwood.



15. Planning Briefing Saturday 6th October 2018

- a) To receive a report from Cllr Harrison.

16. Correspondence

- a) To note correspondence received.

17. Future meetings

- a) The next meeting of the Planning Committee of the Parish Council will be held on Monday 5th November 2018 at 7:30pm
- b) The next meeting of the Events Committee of the Parish Council will be held on Monday 12th November 2018 at 7:30pm
- c) The next meeting of the Parish Council will be Monday 19th November 2018 at 7.30pm.
- d) The next meeting of the Environment and Resource Committee of the Parish Council will be held on Monday 22nd October 2018.