



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 **WEDNESDAY 19th September 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

12th September 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 15th August 2018 (Appendix 1.)

To receive the Minutes of the:

- To note the Planning Meeting due to be held on Wednesday 5th September 2018 was not quorate.
- Draft Minutes of the Events Meeting held on Wednesday 8th August 2018 (to be circulated)
- Draft Minutes of the Environment and Resource Committee Meeting held on Wednesday 22nd August 2018 (to be circulated)
- Draft Minutes of the Personnel Meeting held on the 28th August 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

7. Clerks Report

To receive a report from the Clerk regarding Council procedures. (to be circulated)



8 a) Financial Matters

- a) To receive and consider schedule of payments including invoices and accounts for payment dated 5th September 2018 (previously circulated and approved) and 19th September 2018 (previously circulated)

- b) To receive an updated statement of accounts (to be circulated)
- c) To receive the bank reconciliation for August 2018 (to be circulated)
- d) To consider a donation a request of £204 from Heybridge Blackwater Rotary Club (HBRC) to support their charitable work.
- e) To consider renewal of Chelmer Canal Trust membership at a cost of £20.00
- f) To consider appointing an additional bank signatory following the resignation of Cllr Lesley Biggs.



9. Bus Extension

- a) To receive a report from the Clerk
- b) To consider continuation of the service at £27.00 per day until April 2019.



10. Meeting Arrangements.

Following a request from Cllr Cable members are asked to consider changing the day in which the Parish Council Meetings are held.



11. Plantation Hall Extension

- a) To consider plans for a smaller extension to Plantation Hall.



12. Parish Council Insurance

To note the Parish Council's insurance renewal is due 1st October 2018.

- a) To receive a report from the Clerk.



13. Community Governance Review

To receive a report from Cllr Perry regarding the Heybridge Basin Community Governance Review.



14. Training Requests

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

- a) Cllr John Harrison to attend Advanced Cllr Day one (EALC course) Tuesday 27th November 2018 at a cost of £85.00 and Advanced Cllr Day two (EALC course) Tuesday 11th December 2018 at a cost of £85.00.
- b) To note The Clerk, The Chairman and Cllr Harrison will be attending the EALC Annual General Meeting 2018 and Essex County Council and EALC Joint Conference 2018 on Thursday 20th September. All members were previously circulated the information.



15. Correspondence

- a) To note correspondence received.

The Chairman has received a letter of thanks from the Mayor of Maldon following a donation of £100 to the Mayors chosen charity.

The Clerk has received a letter of thanks from the Big Sing Soul Charity following a donation of £100 to their charity. Previously approved by the Events Committee.

The Clerk has received an email from a resident thanking Cllr Jones for listening to

them with an ongoing littering issue. This matter will be discussed at the Environment and Resource Committee meeting due to be held on Wednesday 26th September 2018.

16. Future meetings

- a) The next meeting of the Planning Committee of the Parish Council will be held on Wednesday 3rd October 2018 at 7:30pm
- b) The next meeting of the Events Committee of the Parish Council will be held on Wednesday 10th October 2018 at 7:30pm
- c) The next meeting of the Parish Council will be Wednesday 17th October 2018 at 7.30pm.
- d) The next meeting of the Environment and Resource Committee of the Parish Council will be held on Wednesday 26th September 2018.