



Heybridge Parish Council

Minutes of the **PARISH COUNCIL MEETING** held on **WEDNESDAY 19th September 2018** in the Claydon Room, 7:30pm Plantation Hall, Colchester Road, Heybridge Maldon

PRESENT

Chairman: Richard Perry

Councillors: Ashley Jones
Simon Burwood
Patricia Watling

Trevor Cable
John Harrison
Bernard Hall

Officers: Amanda Hilton – Clerk

Members of Public: 3

District Councillors: M Lewis

Police: None

Other Representatives: None

In the Chair: Richard Perry

The meeting started at 7:30pm.

18/216 Apologies for Absence

Apologies were also received from Cllr Lawson (illness) Cllr Bullen (illness) Cllr Sjollema (prior engagement) District Cllr Harker (other commitments) Cllr Gentry (prior engagement)

It was **RESOLVED** to accept the apologies and reasons for apologies.

18/217 Chairman's Announcements

The Chairman confirmed he had attended a fundraising event on Saturday 18th August and that he was pleased to see Cllr Sjollema and Cllr Harrison in attendance. The Chairman informed members that he and the Clerk had attended a meeting with Stuart Jennings at Maldon District Council with regards to the Heybridge Basin Community Governance Review to gather further information and he would be inviting members to make comments on Agenda Item 13.

The Chairman thanked the members and staff that attended his fundraising BBQ at the Mill House Hotel and confirmed the event had raised £200 for the Charity of the Year.

The Chairman updated members he attended Maldon Towns Full Council meeting held on Tuesday 28th August 2018 to introduce himself. The Chairman noted how formal the meetings were. The Chairman informed members a Maldon Town Cllr had complained to the Town Mayor, Heybridge Parish Council had a full page in the latest edition of the Maldon and Heybridge Life Magazine and the Town Council only had half a page of articles. The Chairman thanked the Clerk for pushing members articles.

The Chairman confirmed he and the Vice Chairman attended the Licensing of the new vicar at St Andrews Church on Wednesday 5th September 2018. The Chairman said he was sure he spoke for all members wishing the new vicar well and in hoping he would make a positive impact to the community.

The Chairman thanked all members and staff that supported the Party at the Planny held on September 2018 who worked very hard to make the event another success. The Chairman gave a special thankyou mention to our 2 disabled local parishioner volunteers and the local residents who showed up on the day to help and took photographs for councils use. The Chairman thanked Ms V Miller and her team in the kitchen. The Chairman gave his special thanks to Cllr Jones and the Clerk for going the extra mile and said he felt that without these 2 key people the event would have floundered.

The Chairman shared the sad news with members that the well-known DJ and Saint FM DJ, Mr L Blackwell had his van stolen on the night before the Party at the Planny which had all his equipment in. Despite the setback, Mr Blackwell borrowed some equipment to ensure the Party at the Planny still went ahead. The Chairman confirmed he would be donating £250 from the Chairman's allowance towards costs of new equipment and that he would be personally holding an event to raise money for Mr Blackwell.

Cllr Harrison asked the Chairman to record the sad passing of Beryl Claydon.

The Chairman thanked Cllr Harrison for the reminder.

18/218 Minutes

The Minutes of the Parish Council Meeting held on Wednesday 15th August were received.

It was **RESOLVED** that the Minutes of the Parish Council Meeting held on Wednesday 15th August 2018 be approved and confirmed.

It was noted the Planning Committee meeting due to be held on Wednesday 5th September 2018 was not quorate.

The Draft minutes of the Events Committee meeting held on Wednesday 12th September 2018 were received.

The Draft Minutes of the Environment and Resource Committee meeting held on Wednesday 22nd August 2018 were received.

18/219 Declarations of Discloseable Pecuniary Interests, Other Registerable Pecuniary Interests, Registerable Non-Pecuniary Interests

None

18/220 Public Participation Session

It was noted District Cllr Lewis registered her interest in co-option for the vacant seat (West Ward)

It was noted Mr D Smith registered his interest in co-option for the vacant seat (West Ward)

18/221 To receive reports from District Councillors, Police and Community Protection Team.

The Chairman read a report on Cllr Harker's behalf.

a) Hall Road Lakes SSSI Status Applied for next meeting by end of September.

b) NHGS PPA on amendments pending, a full consultation will take place as the amendments were a new application.

c) ECC Highways Reporting

Bollard Flashing at JCT Goldhanger Road and Colchester Road reported.

Street Light out in Glebe road reported ref 20371586

Bollard flashing opposite betting shop ref 2037402

Bollard flashing opposite Lidl ref 20374071

d) Dog litter bins Coopers Ave replaced

e) Basin overgrown vegetation on footpath between café and St Georges play area cut

f) Development of Broad Street Green 9 extra rooms

Cllr Harker proposed the application be refused as the development proposed would result in the increase in residential accommodation at the affected properties which would result in overdevelopment requiring the provision of additional off-street car parking in accordance with the Emerging Vehicle Parking Standards Supplementary Planning Document which has been through consultation and which is at the point of adoption. Without this additional parking provision additional on street parking would occur to the detriment of road safety, residential amenity and be to the detriment of the setting of the site with is located in the North Heybridge Garden Village and which is the subject of an endorsed Design Code to provide a high quality, vibrant and distinctive neighbourhood. The development as proposed would be contrary to the Design Code Objectives as well as Policy D1 in the Approved Maldon District Local Development Plan as well as paragraphs 124 and 132 in the replacement NPPF 2018.

f) Litter and Grass cutting Goldhanger Road, site visit and extra clearance and grass cutting agreed

g) Area Planning Committees to be retained.

District Cllr Lewis started her report with regards to the North Heybridge Garden Suburb and informed members that at the Full Council meeting at Maldon District Council held on Thursday 13th September she had asked the following question “ Can the Leader explain to me how the Maldon and District Council Scheme of delegation was applied resulting in the removal of the Heybridge Flood Alleviation Scheme in the North Heybridge Garden Suburb and our officers accepting the same as an amendment rather than a new application without any input or discussion from members and would he agree with me that in the benefit of public interest a new application would have been a more open and transparent approach and was the decision made with the leaders agreement or does it form part of the legacy the previous leader claims to have left particularly as that member is also the current County Cllr for the Heybridge division.”

District Cllr Lewis continued to say “the bottom line is I cannot see how the scheme of delegation was used to allow the amendment to come through and we would never delegate a decision of that magnitude to officers and there would always be a discussion with ward members. If there was a discussion and bear in mind we are not a planning system, I can assure you nobody discussed it with me.”

District Cllr Lewis confirmed she had a meeting with the Legal Officer and the Director of Planning Mr Dodson and would report back. District Cllr Lewis also expressed her concern with the delivery of a school which was something the original development would have delivered and confirmed it now seemed that there were plans to make a serviced site available and as to who would be paying for the delivery of the school she was unclear. However Dist. Cllr Lewis confirmed she would be seeking assurance of the delivery of the school and its timing against the delivery of housing. Dist. Cllr Lewis updated members the development to take place on western meadow on Maypole Road went to appeal, but the appeal had been thrown out.

Dist. Cllr Lewis informed members that an inaugural meeting of The Friends of Heybridge Cemetery had been arranged for Saturday 6th October 2018 and updated members on the National Federation of Cemetery Friends that no local authorities were aware of. If the meeting was successful and a member’s association was formed Heybridge Cemetery would be the only cemetery in Essex that would be an associated member of the Federation which would help with best practice and fund raising.

Dist. Cllr Lewis updated members she had been working with the Clerk regarding an HMO in Heybridge and had referred the case to the Environmental Health Officer who had reported property due to overcrowding and poor condition of the property.

Dist. Cllr Lewis confirmed she had reported the lack of working street lights along Broad St Green.

18/222 Clerks Report

Members received a report from the Clerk with regards to Council Procedures, the use of Social Media, Delegated Powers and Essential

18/223 Financial Matters**(a) Accounts for Payment**

The Parish Council received the following accounts (inclusive of VAT) for payment as set out in the payments schedule circulated at the meeting –

5 September 2018

J Doubtfire	£126.00	Donation re oars and Paws	1371
A Hilton	£60.00	Reimbursement re payment Chairman's Allowance	4701
A J Lighting	£386.22	Annual Maintenance 2018/2019	3601
David Ogilvie Engineering	£960.00	World War One Seat	3301
EALC	£340.00	Councillor Training and Election Course	4801
Essex Supplies	£106.38	Washroom /Cleaning Supplies	2501
KempCo	£239.87	Stationery Supplies	4601
MDR Electrical	£708.87	Electrical Work	2401
Brady Corp Ltd	£299.94	Lockable Grit Bin	3001
NWG Business	£157.23	Half Yearly Water charge	2201
Piper Chic	£150.00	Party at Planny	4301
Maldon District Council	£389.00	Monthly payment non-domestic rates P Hall	2201
Maldon District Council	£689.00	Monthly payment non-domestic rates Daisy Meadow	4601

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Essex Community Heating Ltd	£168.00	Maintenance Boiler	2401
Essex Supplies Ltd	£115.62	Cleaning/Washroom supplies	2501
Mr G R Hilton	£624.00	Grounds Maintenance August 2018	3001
Mrs J M Martin	£1350.00	Financial Support July-sept	4901
MDC	£240.00	Data Protection Advisor Fee	3701
Secure Box Solutions	£13.68	Box storage August 18	4601
Stephensons of Essex	£702.00	Bus Service August 2018	1375
Kemp Co	£102.00	Stationery Supplies	4601
Green Recycling	£63.22	Monthly refuse collection P	2201
Crown Gas & Power	£37.83	Monthly Gas charge P Hall	2201
Southern Electric	£112.40	Monthly Street Light Charge	3601

- b) Members received an updated statement of accounts
- c) Members received the bank reconciliation for August 2018.
- d) Members considered a donation request from Heybridge Blackwater Rotary Club (HBRC) for £204.00 to support their charitable work. Cllr Burwood suggested members approve the request as it covers the room hire charge. Cllr Burwood proposed that organisations are encouraged to apply for room hire free of charge if it would be a benefit to the community.

Cllr Burwood PROPOSED to support the donation request from HBRC and offer them the Claydon Room hire free of charge.

SECONDED by Cllr Cable

It was **RESOLVED** to donate the Claydon Room hire free of charge.

e) Members considered renewal of Chelmer Canal Trust membership at a £20.00.

Cllr Perry PROPOSED members renew the Chelmer Canal Trust membership and a cost of £20.00

SECONDED by Cllr Burwood.

It was **RESOLVED** members renew the Chelmer Canal Trust membership at a cost £20.00

f) Members considered appointing an additional bank signatory following the resignation of Cllr Lesley Biggs.

Cllr Jones PROPOSED Cllr Cable be appointed as an additional bank signatory following the resignation of Cllr Lesley Biggs.

SECONDED by Cllr Burwood.

It was **RESOLVED** to appoint Cllr Cable as an additional bank signatory.

18/224 Bus Extension

Members received a report from the Clerk. The Clerk updated members she had received the requested reports from Stephenson's Bus Company, but the report was very lengthy, and she had asked Cllr Harrison to assist with this matter. Cllr Harrison informed members of the history behind the bus service and confirmed the Clerk's words that the report is very lengthy. A general discussion was held. Cllr Watling suggested the extension of the bus service be scrapped in favour of a smaller bus on a sensible route.

Cllr Jones felt that the extension of the bus service only serves part of the community and maybe members should look at the possibility of a wider service for the wider community.

Cllr Cable and Cllr Hall questioned the existing route.

Cllr Perry asked members for a proposal.

Cllr Burwood PROPOSED the Clerk investigate the cost of extending the bus service to serve the wider community.

SECONDED by Cllr Watling.

It was **RESOLVED** the Clerk investigate the cost of extending the bus service to serve the wider community.

Cllr Harrison abstained from voting.

18/225 Meeting arrangements

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

Cllr Cable asked members to consider changing the day of the meetings to a Monday to enable District Cllrs the chance to attend. Cllr Cable reminded members that District Council hold their meetings on Wednesday and Thursday evenings.

Cllr Jones PROPOSED the Parish Council Meetings be held on a Monday evening.

Cllr Burwood PROPOSED all council meetings be held on a Monday evening.

SECONDED by Cllr Jones

It was **RESOLVED** all council meetings be held on Monday evenings.

18/226 **Plantation Hall Extension**

Cllr Perry informed new members that a large scale extension had been planned in the past and a decision was made not to continue. Cllr Perry mentioned a suggestion from Cllr Burwood was to have a smaller extension to the front of the building to give much needed office space, storage space and a staff area.

Cllr Perry PROPOSED the Plantation Hall Extension be passed to the Environment and Resource Committee.

SECONDED by Cllr Jones.

It was **RESOLVED** the Plantation Hall Extension be passed to the Environment and Resource Committee.

18/227 **Parish Council Insurance**

Members received a report from the Clerk regarding the Parish Council Insurance renewal. The Clerk had gathered three quotations and would be reporting at the next Environment and Resource Committee Meeting.

18/228 **Community Governance Review**

Members received a report from Cllr Perry regarding the Heybridge Basin Community Governance Review. Cllr Perry informed members he had been carrying out some research as he believed the Parish Council had a responsibility to the whole of the Heybridge Community to make them aware of what will happen during this review. Cllr Perry was conscious that the Parish Council have made no attempt to write to all residents in response to the Community Governance Review. Cllr Perry felt it was the honest, fair and transparent thing to do.

Cllr Perry gave a summary of his suggested financial implications on Heybridge as a whole.

Cllr Burwood insisted the financial implications be verified as they would be challenged.

Cllr Perry said at this stage he wouldn't be making a proposal but wanted to update members that he felt the council should be transparent and ensure the whole of the Heybridge Community are aware of the process and that once the Terms of Reference had been set members could decide what their next steps would be.

18/229 **Training Requests**

Members considered training requests from

- a) Cllr 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

It was **RESOLVED** to approve the training request for Cllr Harrison to attend Advanced Cllr Day one (EALC course) Tuesday 27th November 2018 at a cost of £85.00 and Advances Cllr Day two (EALC course) Tuesday 11th December 2018 at a cost of £85.00

- b) Members noted the Clerk, the Chairman and Cllr Harrison would be attending the EALC Annual General Meeting and Essex County

Council and EALC Joint Conference on Thursday 20th September 2018.

18/230

Correspondence

Members noted the Chairman had received a letter of thanks from the Mayor of Maldon following a donation of £100 to the Mayors chosen charity.

Members noted the Clerk had received a letter of thanks from the Big Sing Little Sing Charity following a donation of £100.00 to their charity. Members noted the Clerk had received an email from resident thanking Cllr Jones for listening to them with an ongoing littering issue.

18/231

Future meetings

The next meeting of the Planning Committee of the Parish Council will be Monday 1st October 2018 at 7.30pm.

The next meeting of the Events Committee of the Parish Council will be held on Monday 8th October 2018 at 7.30pm.

The next Parish Council Meeting will be held on Monday 22nd October at 7.30pm

The next meeting of Environment and Resource Committee of the Parish Council will be held on Wednesday 26th September 2018.

The meeting closed at 9:20pm

Signed by Chairman
Dated