



# Heybridge Parish Council

Minutes of the **PARISH COUNCIL MEETING** held on **Monday 15<sup>th</sup> October 2018** in the Claydon Room, 7:30pm Plantation Hall, Colchester Road, Heybridge Maldon

## PRESENT

**Chairman:** Richard Perry

**Councillors:** Ashley Jones  
Simon Burwood  
Patricia Watling  
Keith Lawson

Trevor Cable  
John Harrison  
Bernard Hall  
Tina Gentry

**Officers:** Amanda Hilton – Clerk

**Members of Public:** 10

District Councillors: M Lewis  
Police: None  
Other Representatives: None

**In the Chair:** Richard Perry

The meeting started at 7:30pm.

**18/288** **Apologies for Absence**  
Apologies were also received from Cllr Bullen (illness)

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

**18/289** **Chairman's Announcements**  
The Chairman confirmed he had received complaints after last month's meeting with regards to members of the public speaking when not permitted to do so. The Chairman reiterated that the Agenda would be followed and any member of public that wished to speak would do so in the allotted time.  
The Chairman confirmed the Clerk had passed her CiLCA qualification which made her a qualified Clerk to the Council and asked members to join in with congratulating her. The Chairman informed members Cllr Burwood would be making a full report from the Personnel Committee as Agenda item 14.

The Chairman informed members that himself, the Vice Chairman and Cllr Burwood had interview potential candidate for the Clerks assistant and the deliberations had been reported to the Personnel Committee and Cllr Burwood would give an update during Agenda item 14.

The Chairman confirmed himself, the Clerk and Cllr Harrison attended the EALC conference on 20<sup>th</sup> September and the content of the conference would be included in the Clerks report.

The Chairman informed members the Community Governance Review Terms of Reference had been received and although the document seemed to be a wordy document, he felt the specifics to the financial costs to the residents of Heybridge Basin needed to be explained to them. The Chairman confirmed the Clerk and the Chairman will be working on a document for Cllrs to preview, comment on or amend shortly. The final document will then be approved at the next full council meeting ready for distribution to the residents of Heybridge Basin. The Chairman informed members that there is a link of the Maldon District Council website should they wish to make their own personnel representations.

**18/290**     **Minutes**

The Minutes of the Parish Council Meeting held on Wednesday 19<sup>th</sup> September 2018 were received.

It was **RESOLVED** that the Minutes of the Parish Council Meeting held on Wednesday 19<sup>th</sup> September 2018 be approved and confirmed.

The Draft Minutes of the Planning Committee held on Monday 1<sup>st</sup> October 2018 were received.

The Draft minutes of the Events Committee meeting held on Monday 8<sup>th</sup> October 2018 were received.

The Draft Minutes of the Environment and Resource Committee meeting held on Wednesday 26<sup>th</sup> September 2018 were received.

The Draft Minutes of the Personnel Meeting held on Thursday 28<sup>th</sup> September 2018 were received.

**18/291**     **Declarations of Discloseable Pecuniary Interests, Other Registerable Pecuniary Interests, Registerable Non-Pecuniary Interests**

None

**18/292**     **Public Participation Session**

The Chairman invited Mr D Benson to address members.

Mr Benson thanked the Chairman and addressed members "Cllrs, a message was sent to one of the HRA, Heybridge Resident Association members which was then sent on to me and it is the public domain, so it is free to talk about and discussed"

Mr Benson read the message to members.

“It has come to my attention that the HRA is paying Don Benson towards his £5000 that he had to pay for his bad behaviour toward Cllr Lewis (Mr Benson pointed out he was sitting next to Cllr Lewis) Obviously the tax payer, via HPC is subsidising HRA. Therefore, I am concerned there would be an issue of the misuse of public funds. Do you think then it would be a good idea for HRA to voluntarily start paying for their room to avoid any embarrassment, regards Richard with a kiss afterwards”?

Mr Benson continued to say “obviously I have spoken to the HRA committee on this because this message was sent 3 or 4 days ago and myself and the HRA committee have absolutely no idea about the start of this message which says HRA are paying towards the £5000 that I agreed to pay to Ms Lewis. I have no issue with that and I can tell you that I paid the money, well my good lady did, and it was about 3 years ago. Now this business of the taxpayer subsidising HPC (Mr Benson meant HRA) misuse of public funds. Then it goes on as I have said, do you think it would be a good idea for HRA to start to voluntarily pay for the room to avoid any embarrassment.”

Mr Benson then said “Cllrs, this council granted HRA the free use of the committee room back in the end of June July time. I would like to understand so I can report back to HRA, what this is all about. Richard, (addressing Chairman) your name is Richard, are you in a position to respond to this Sir?” The Chairman confirmed he would love to respond.

The Chairman said “ our relationship with HRA is that we give you a free room which is ultimately paid for by the tax payer for many many years and we haven’t seen anyone else that comes in for a donation here has filled in forms and been totally transparent with what they want the money for, for instance ladies and different charities have to jump through hoops .We have always had this relationship with the HRA and quite frankly, I feel, that we really need to look at this relationship and maybe if you had some accounts or an in and out fact sheet on your website for what you do with the money Don as you are always raising money and the tax payers are subsidising it and I cant see what you do for the community Don. You are not an elected body and you have members that sit on our committees, alright, non voting members. We have a relationship where one of us sits on your committee but over all the years we have had one person who sat in on only one of your meetings I do believe.

The Chairman continued “it is a one way street Don, I would like to know the ins and outs of the money and where it is going. I would be wrong sitting here as Chairman, not to be asking these types of questions, when things come up, rumours in the community etc etc. For instance, if you pay for leaflets for an election and if we are subsidising HRA and you are paying for leaflets that’s wrong. I know you are paying for leaflets, it has come to my attending you paid for leaflets at the last council election, so I am just looking out for the tax payer. Perhaps we could refer this to the Monitoring Officer, to get him to look at this as you are obviously making a big thing about it. Perhaps we could refer it to the Monitoring Officer, as a council we should refer it to the Monitoring Officer and let them deal with it, as I think we have slightly overstepped the mark here with our relationship with you. Like I say I think it’s a one way street and I just thought by sending a personnel text to somebody to let them know there’s rumours circulating out there and you could quietly

come along and say we don't need the use of the free room now. I thought it would be a sensible solution to what I feel is a very awkward problem. There are two words which I always sit and use here, transparency and democracy. Over to you Don.

Mr Benson thanked the Chairman and said "I start with the word transparency, HRA are as transparent as any association should be and were granted the free use of the room. HRA has held 2 bootsales for Heybridge and no money has been made on those."

Mr Benson continued there was no reason in his opinion for HPC to run against HRA and perhaps the District Councils Solicitor should be consulted should HRA decided to pursue this further. Mr Benson confirmed that HRA do a lot for the village and are actively involved with the District Council and Environment Agency with regards to the amended application.

Mr Benson asked the Chairman to confirm what he meant by suggesting HRA had paid for election leaflets. The Chairman explained he knew he had

Don Benson asks "who were they please"

Chairman" Cllr Harker"

Don Benson "No"

Mrs Benson "No"

Chairman "so you didn't support candidates for the election?"

Don Benson "No but what has this got to do with this?"

Chairman "because you are getting a free room by the tax payer and you are fouling the council"

Mr Benson "I am not going to argue with you but with respect I fail to see if you have reason on this.

Chairman "It is not reasoning the tax payers giving you a free room so you're being subsidised by the tax payer and subsidising candidates"

Mr Benson "Its £160 per annum and I have no objection what so ever with this council dishing out funds to other associations or what you wish to call them. It seems for some reason yourself and I hesitate in saying this council seem to have a down on HRA and I don't know why as we are here for the village.

The clerk advised the Chairman to move on with the agenda.

**18/293 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 due November.
- b) ECC Highways reporting, Bollard flashing at JCT Goldhanger Road and Colchester Rd reported. Street light in Glebe Road fixed, Bollard flashing opposite betting shop reported on ref. 20374072
- c) Dog Litter bin damaged at Junction Goldhanger Road/Lawling Avenue replaced.
- d) Crematorium the project is on hold pending updated financial information.

- e) Clock above Asda, Mr N Mann says his electrician can now replace the clock since he now has access on a Sunday morning before store opens. H&S.
- f) Grass verge cutting, the saga of cutting the grass very in Goldhanger Road east of Basin Road continues. ECC in discussion with MDC.
- g) Heybridge Cemetery Chapel  
Faulty lights sorted. A squirrel had taken a fancy to the wiring.
- h) The lakes development.  
Enforcement of fishing complaints continues, complainers have been requested to compile a time sheet of events and the effect the activity had on their quality of life.
- i) Osea Leisure Park  
The change of use the field currently used for touring vans to Holiday Lodges application is recommended for refusal which is contrary to the Parish Councils recommendation. Reasons include, flooding, sequential test, no evidence of need and environmental impact. Comes up for determination at Central on Wednesday.

District Cllr Lewis confirmed that the street lights at Broad Street Green that have been out for over a month had been reported. Dist. Cllr Lewis commented that she felt with regard to the Community Governance Review, HPC should do a FAQs document not to support or negate the review but to simply give pros and cons.  
Dist. Cllr Lewis updated members that a Friends of the Cemetery group had been formed and a bulb planting date would be confirmed shortly.  
Dist. Cllr Lewis confirmed she would continue to follow the progress of the NHGS with regards to the school as there has been no definite answer as to whether Essex County Council would be building the school or if Countryside would be providing service land.

**18/294**     **Co-option**

Members considered Co-option of Ms Miriam Lewis to fill one vacancy (West Ward) It was **RESOLVED** to hold a secret ballot and to invoke Standing Order 15 to record the vote.

Cllr Burwood	Yes	Cllr Cable	Yes
Cllr Perry	Yes	Cllr Lawson	Yes
Cllr Hall	Yes	Cllr Jones	Yes
Cllr Sjollema	Yes	Cllr Harrison	Yes

Cllr Gentry	No
Cllr Watling	No

It was **RESOLVED** to Co-opt Ms Miriam Lewis as a member for West Ward.

**18/295**     **Highway Defects**

Members considered submitting four highway defects to Cllr M Durham. It was **RESOLVED** members submit suggestions to the Clerk.

**18/296 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 –

8 October 2018

A Hilton	£38.70	Mileage Claim Aug September 18	4201
CPRE	£36.00	Annual Maintenance 2018/2019	3301
Chelmer Canal Trust	£20.00	Annual Membership	3301
Clarks Farm	£50.00	Hire deposit refund 16/9/18	2301
Mr & Mrs Campion	£100.00	Hire deposit refund 23/9/18	2301
T Costin	£100.00	Hire deposit refund 7/10/18	2301
Came & Company	£3820.53	Insurance 1/10/2018-30/9/2019	3301
Mr M A Thomas	£140.00	Electrical Work P Hall	2401
EALC	£100.00	Course 16/10/18	4801
Essex Supplies	£83.16	Washroom and Cleaning	2501
Glasdon Uk	£255.85	Bins at P Hal	3001
Mr G Hilton	£689.00	Grounds maintenance sept 2018	3001
Kempco	£263.95	Equipment & Stationery	2501/4601
PKF Littlejohn	£720.00	Audit Fee	3701
Secure Box Services	£13.68	Box Storage September 2018	4601
The Window Cleaner	£45.00	Window Cleaning P Hall	2401
Maldon District Council	£389.00	Monthly Payment re non domestic rates P Hall	2201
Maldon District Council	£689.00	Monthly Payment re non domestic rates Daisy Meadow Car park	3201
BNP Paribas	£222.89	Quarterly Copier Machine	2201

15<sup>th</sup> October 2018

L Blackwell	£250.00	Chairman's Allowance	4701
T Gentry	£68.85	Reimbursement 3 trees	3001
D Kemp	£37.39	Reimbursement art materials	4601
SLCC Essex	£15.00	Clerks Network meeting 8/11/18	4801
EALC	£55.00	Planning Briefing 6/10/18	4801
Roger Hyde Flooring	£1315.20	50% Main Hall Floor	2401
Skippers Ground maintenance	£5557.20	Quarterly grounds maintenance July-sept 2018	3001
Stephensons of Essex	£675.00	Bus Service September 2018	1375
Green Recycling	£65.14	Monthly refuse collection P	2201
Southern Electric	£112.40	Monthly Street Light Charge	3601

British Telecom	£132.90	Quarterly charge re 01621 852471	2201
Digital Copier Systems	£336.91	Quarterly Electric charge P Hall	2201
Southern Electric	£451.96	Quarterly electric P Hall	4601

- b) Members received an updated statement of accounts
- c) Members received the bank reconciliation for September 2018.
- d) Members ratified the expense of £15.00 for the Clerk to attend the SLCC and EALC joint networking event on Thursday 8<sup>th</sup> November 2018.
- e) Members ratified the expense of £55.00 for Cllr Harrison to attend the EALC Planning Briefing held on Saturday 6<sup>th</sup> October 2018.
- f) Members ratified the expense of £100.00 for Cllr Burwood to attend the EALC Principles of Safe Guarding and Protecting Children, Young People or Vulnerable Adults Certificated Course Level 3 on Tuesday 16<sup>th</sup> October 2018.

**18/297 Clerks Report.**

Members received a report from the Clerk. The Clerk confirmed the annual insurance had been renewed. Members noted the Clerk had updated information held by the Community Resilience Team at Maldon District Council regarding Plantation Hall acting in an emergency as a rest centre.

Members noted the Clerk, Cllr Harrison the Chairman attended the ECC Annual Joint Conference and EALC 73<sup>rd</sup> AGM on Thursday 20<sup>th</sup> September 2018.

Members noted the Defibrillator had been installed and linked to the Ambulance Service and the Clerk thanked Mr G Young and Mr L Jiggins for all their assistance.

The Clerk confirmed she had received positive feedback regarding the new flooring in the Claydon Room.

The Clerk reminded members articles for the Maldon and Heybridge Life Magazine must be received by Wednesday 17<sup>th</sup> October 2018.

**18/298 Appointments and Representatives**

Members considered appointing Cllr Harrison as a member of the LCLC Bradwell Site. Cllr Perry PROPOSED Cllr Harrison be appointed as a member of the LCLC Bradwell Site. SECONDED by Cllr Jones. It was RESOLVED Cllr Harrison be appointed as a member of the LCLC Bradwell Site.

**18/299 Training Requests**

Members considered training requests received from Cllr Harrison, Cllr Jones and The Clerk to attend The Local Council Police & Fire Conference 2018, Local Visible Accessible Policing Conference on Tuesday 20<sup>th</sup> November 2018 (EALC) at £25.00 per delegate. Cllr Perry PROPOSED Cllr Jones, Cllr Harrison and the Clerk attend the Local Council Police & Fire Conference 2018, Local Visible Accessible Policing Conference on Tuesday 20<sup>th</sup> November 2018. SECONDED by Cllr Burwood.

It was **RESOLVED** Cllr Harrison, Cllr Jones and the Clerk attend the Local Council Police & Fire Conference 2018, Local Visible Accessible Policing Conference on Tuesday 20<sup>th</sup> November 2018.

**18/300**     **Response to Planning Application 15/00419/OUT PP03861735**  
**Land at Broad Street Green Road, Maypole Road and Langford Road**  
**Great Totham/Heybridge Essex**

Members received an update from Cllr Perry. Cllr Perry reminded members that the amended Planning Application to MDC for full re-consultation for the Land at Broad Street Green Road, Maypole Road and Langford Road Great Totham/Heybridge had been discussed widely amongst the community and that comments could be submitted to the planning department at MDC via the website.

Cllr Perry confirmed the amendment had been discussed at the recent planning meeting and a holding objection was submitted to allow all members to contribute to a Parish Council response. Cllr Perry stressed the Parish Council must send a robust comment that conveyed the message to the whole community who are questioning the Flood Alleviation Scheme.

Cllr Perry suggested members get together to form the response. Cllr Lewis suggested a weekend to suit everyone. It was agreed to meet at the Mill House Hotel at 9.30am on Saturday 20<sup>th</sup> October 2018.

**18/301**     **Personnel**

Members received a report from Cllr Burwood. Cllr Burwood updated members interviews had been held and two of the candidates had been very strong but one of them really stood out from the other. The candidate had previous council experience and it was felt she would fit in with the rest of team.

**18/302**     **Planning Briefing Saturday 6<sup>th</sup> October 2018**

Members received a report Cllr Harrison regarding the Planning Briefing he had attended at the EALC. Cllr Harrison confirmed he had supplied the Clerk with a copy of the course notes for circulation.

**18/303**     **Correspondence**

Members noted the Clerk had received a response from the Enforcement Team at Maldon District Council regarding the unauthorised installation of a gate in the hedgerow at numbers 6 and 7 Barnfield Cottages. The Clerk confirmed she would add this item to the Environment and Resource Committee Meeting Agenda for discussion at the meeting due to be held on Monday 22<sup>nd</sup> October 2018.

**18/304**     **Future meetings**

The next meeting of the Planning Committee of the Parish Council will be Monday 5<sup>th</sup> November 2018 at 7.30pm.

The next meeting of the Events Committee of the Parish Council will be held on Monday 12<sup>th</sup> November 2018 at 7.30pm.

The next Parish Council Meeting will be held on Monday 19th November at 7.30pm

The next meeting of Environment and Resource Committee of the Parish Council will be held on Monday 26<sup>th</sup> November 2018.

The meeting closed at 9:10pm

Signed by Chairman  
Dated

DRAFT