



# Heybridge Parish Council

Minutes of the **PARISH COUNCIL MEETING** held on **THURSDAY 16th MARCH 2017** in the Main Hall, Plantation Hall, Colchester Road, Heybridge.

PRESENT

**Vice-Chairman:** Prof. Lew Schnurr

**Councillors:**

Simon Burwood	Richard Perry	Ashley Jones
Trevor Cable	Keith Lawson	Tina Gentry
Gary Young	Sofia Bishop	Natalie Lewis

**Officers:** Laurie Wiebe – Clerk and RFO

**Members of Public:** 5

District Councillors: Bryan Harker, Miriam Lewis

Police: None

Other Representatives: None

**In the Chair:** Cllr Prof Schnurr

Prior to the start of the meeting there was a talk by David Wilkin on Hate Crime.

The meeting started at 7:50pm.

It was noted that the meeting would not be recorded or filmed.

**16/506 Apologies for Absence**

Apologies were received from Cllr Edwards (prior commitment.)

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

**16/507 Declaration of Acceptance of Office**

Cllr Lewis signed and read aloud the declaration of acceptance of office.

**16/508 Chairman's Announcements**

The Chairman asked Members for indulgence should the need arise for invoking standing orders as continue through the agenda.

**16/509 Minutes**

The minutes of the Parish Council meeting held on 16 February 2017 were received.

It was **RESOLVED** that the minutes of the Parish Council meeting held on 16<sup>th</sup> February 2017 be approved and confirmed.

The minutes of the Planning Committee meeting held on 2<sup>nd</sup> March 2017 were received.

The minutes of the Events Committee meeting held on 9<sup>th</sup> March 2017 were received.

The minutes of the Environment and Resources Committee held on 23<sup>rd</sup> February 2017 were received.

The minutes of the Personnel Committee held on 6<sup>th</sup> March 2017 were received.

**16/510 Declarations of Discloseable Pecuniary Interests, Other Registerable Pecuniary Interests, Registerable Non-Pecuniary Interests**

There were none.

**16/511 Public Participation Session**

There were no comments.

**16/512 District Councillors' and Emergency Services Report**

Members received a report from Dist Cllr Harker:-

- Large number of planning applications are now delegated to Planning Officers. If the Parish Council have submitted comments recommending that a planning application be refused, please copy the comments to the appropriate ward District Councillors;
- The new waste collection contract has been okay;
- The new leisure contract also has been okay. The District Council now receives an income from the facilities;
- Issues raised by MDC auditors are being progressed and the new internal audit contract will save £25,000 per year;
- A report on the Committee Structure will be submitted to audit and Council within the next fortnight;
- The Local Development Plan (LDP) has now cleared the inspector and has gone to a public 6-week consultation. The comments received will be sent to the DCLG;
- The planning application to relocate Heybridge Swifts as well as develop the existing Swifts site will most likely be heard on 18<sup>th</sup> May;
- Still no completed action from Highways regarding the street lights along Goldhanger Road;
- Bus timetable at Bentalls Shopping Centre has yet to be installed;

- Attended the site meeting at Daisy Meadow Car Park along with MDC officers, Cllr Prof Schnurr regarding public toilet. The process for grants starts in July 2017;
- The District Council has published two planning documents to assist in making planning decisions.

Members received a report from Dist Cllr Lewis:-

- The results from the LDP public consultation due by end of summer 2017;
- Public consultation on the Maldon and Heybridge Masterplan (Hythe Quay up to Stock Chase including Benbridge) begins on 20<sup>th</sup> March 2017;
- Problem with seawall by the granaries. The Environment Agency was to return in 2015 to fix the seawall but they did not. Maldon District Council worked with Environment Agency to fund repairs of £1.2million to the seawall. It was noted that should the seawall breach it would have affected Heybridge;
- There had been confusion regarding the provision of health facilities in the North Heybridge Garden Suburb (NHGS) and the re-provision of St. Peter's Hospital. The NHS have confirmed that St. Peter's Hospital will have no effect on the health facilities in the NHGS.

#### **16/513 Co-option**

The Chairman reminded Members of standing order 70 and the process of co-option. It was noted that Mr. Bernard Hall continued to express interest in co-option to fill the one vacancy. Members received a letter from Mr Hall outlining his background.

Members considered co-opting Mr Hall onto the Parish Council to fill the one vacancy (West Ward.) It was agreed that there would not be a secret ballot and that a vote would be by show of hands.

It was **RESOLVED** unanimously to co-opt Mr Hall onto the Parish Council.

Cllr Hall signed and read aloud the declaration of acceptance of office.

Cllr Hall joined the meeting.

#### **16/514 Report from the Clerk**

A report was received by Members.

Members received an update on the arrangements for the Annual Parish Meeting being held on 20<sup>th</sup> April 2017 at 7pm. Members considered supplying refreshments.

Members received an update on the arrangements for the Community Engagement Event being held on 2<sup>nd</sup> April 2017 between 2pm and 4pm to celebrate 30<sup>th</sup> anniversary of the Parish Council. Cllr Young noted that he had photos on a memory card which can be used on the day. There will

be a memory corner for residents to share their memories as well as a future corner for residents to share their comments or wish list for the Parish Council. It was noted that Rt Hon John Whittingdale OBE MP would be attending. It was noted that volunteers were needed to help serve refreshments. Members considered purchasing cakes and refreshments for the day.

Members considered whether quotes should be sought to purchase polo shirts, full-zip fleeces and baseball caps with the Parish Council logo for Members and staff to wear during events.

It was **RESOLVED** that:-

- i) Refreshments be provided during the Annual Parish Meeting;
- ii) Cake and refreshments be provided during the 30<sup>th</sup> anniversary event;
- iii) Quotes be sought to purchase polo shirts, full-zip fleeces and baseball caps.

**16/515 Policies and Consultations**

Members considered submitting comments to Police and Crime Commissioner on the Local Case for Change public consultation (deadline 10<sup>th</sup> May 2017.)

It was **RESOLVED** to defer submitting comments to next full Council meeting.

**16/516 Village of the Year**

Members considered entering the Village of the Year competition.

It was **RESOLVED** not to enter the Village of the Year competition.

**16/517 Designation of Nature Reserves**

Members received a report from Cllr Prof Schnurr regarding the designation of nature reserves as it includes Heybridge Lakes. It was noted that discussions continue with Maldon District Council and that the District Council have requested a list of indicative areas. Cllr Prof Schnurr noted that a list of proposed areas with comments would be considered by the Planning Committee. There were no questions raised.

**16/518 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 –

16 March 2017

A Hilton	£146.25	Mileage claim for February 2017	4201
M Edwards	£46.70	Travel & Chairmans Allowance (Cupboard) for Mth February 2017	4201/4701
T Powell	£11.99	Reimbursement re cost of hook set purchased	2401
Mr & Mrs Farrow	£100.00	Replacement cheque re hire 22/1/17	2301

C Bolton	£48.00	Replacement cheque re hire 6/3/16	2301
L Wiebe	£553.13	Management Training	4801
L Reynolds	£100.00	Refund of hire deposit re 19/2/17	2301
R Ahmed	£100.00	Refund of hire deposit re 12/3/17	2301
Gopak	£54.00	Chair feet for folding chairs	2501
Edgars Water	£49.46	Quarterly rental charge re watercooler	2501
Essex Supplies (UK) Ltd	£39.70	Washroom supplies at PHall	2501
EALC	£10.00	Local Council Award Scheme (£80 less credit £70 held on account)	4801
Kempco Ltd	£148.51	Stationery supplies at PHall	4601
RCCE	£60.00	Membership 2017-2018	3301
Brady Corp Ltd	£49.50	Budget Door Closer	2501
The Window Cleaner	£90.00	Windows cleaned 19/12/16 & 21/2/17 at PHall	2401
Mr D Tutthill	£250.00	Music for Dance 25/2/17	2301
EALC	£610.00	Training 29/3/17 & 23/5/17	4801
G R Hilton	£244.75	Grounds Maintenance February 2017	3001
Brady Corp Ltd	£49.50	Budget door closer	2501
SLCC	£101.00	Membership for Deputy Clerk	3301
Stephensons of Essex Ltd	£552.00	Bus Service for Month February 2017	1375
Mrs J M Martin	£1350.00	Support services qtr Jan-March 2017	4901
Maldon District Council	£2308.86	Community Protection Services for qtr Jan-March 2017	1210
Essex & Suffolk Water	£42.91	Monthly payment re water supply at PHall	2201
Green Recycling Ltd	£48.25	Monthly payment re waste collection PHall	2201
Southern Electric	£96.23	Monthly payment re street lighting	3601
Crown Gas & Power	£197.44	Monthly payment re gas supply at PHall	2201

**RESOLVED** that the above accounts be approved for payment.

- b) Members received an updated statement of accounts for March 2017. Cllr Prof Schnurr invoked standing order 24. There were no comments made by Members. Cllr Perry raised an issue regarding the former gas cooker and indicated a discrepancy regarding the cooker. Members referred to the minutes of the Parish Council held on 22<sup>nd</sup> October 2015. It was noted that there had not been a resolution to dispose of the cooker. There was a lengthy discussion which included reference to financial regulations, whistleblowing policy and why the issue was raised after nearly two years. Members considered a proposal that the clerk generate a report to be received at the next Environment and Resources Committee.

It was **RESOLVED** that the Clerk generate a report on the former gas cooker for the Environment and Resources Committee.

Cllr Perry raised concern regarding Personnel Committee Terms of Reference and the Clerk's CPD claim. There was a lengthy discussion including personal remarks made regarding the Clerk, and normal practice that public sector employer pays for CPD.

It was **RESOLVED** that the Clerk prepare a protocol report of CPD for next full Council meeting.

Time was noted as 9:03pm.

Cllr Perry proposed a vote of no confidence for Cllr Prof Schnurr as Vice-Chairman. Cllr Prof Schnurr explained that he would leave the room during the vote and that a temporary Chairman would need to be appointed. Cllr Burwood volunteered. All agreed.

Cllr Prof Schnurr left the meeting at 9:05pm.

In the Chair: Cllr Burwood.

Cllr Burwood called for a 5 minute recess.

The meeting reconvened at 9:10pm.

Cllr Lewis abstained from the vote.

Cllr Perry proposed a vote of no confidence for Cllr Prof Schnurr as Vice-Chairman which was seconded by Cllr Jones. Cllr Burwood requested a recorded vote.

YES: Cllr Gentry, Cllr Perry, Cllr Jones, Cllr Cable

NO: none

Abstain: Cllr Bishop, Cllr Hall, Cllr Young, Cllr Lawson,  
Cllr Burwood.

It was **RESOLVED** that there was vote of no confidence for Cllr Prof Schnurr as Vice-Chairman.

Cllr Burwood left the meeting at 9:15pm.

Cllr Burwood and Cllr Prof Schnurr returned to the meeting at 9:18pm.

Cllr Burwood noted that Cllr Prof Schnurr re-joined the meeting so that he could continue to contribute to the community.

c) Members received the bank reconciliation for February 2017.

d) Donation Requests

Members received the donation requests from:-

i) Maldon District Vision Impaired Club for £100;

- ii) Oars and Paws Dog Show for the annual best partnership trophy and contribution towards hiring portable toilet (previously the Council had donated £100);
- iii) Heybridge Basin Regatta for £200. Cllr Lawson declared an interest as he served on the Regatta Committee;
- iv) Thames Barge Sailing Trust for £25 towards the talk held at Plantation Hall on 19<sup>th</sup> March 2017.

It was **RESOLVED** that:-

- i) The donation request from Maldon District Vision Impaired Club for £100 be approved;
- ii) The donation request from Oars and Paws Dog Show for the trophy and £100 be approved;
- iii) The donation request from Heybridge Basin Regatta for £200 be approved;
- iv) The donation request from Thames Barge Sailing Trust for £25 be approved.

**16/519 Reports from Committees and Working Groups**

It was agreed to defer this item.

**16/520 Reports from Outside Committees, Representatives and Training**

- i) It was noted that the bus service 288 numbers for February 2017 were 106;
- ii) Members received a draft letter to the press from Cllr Prof Schnurr regarding health facilities within the Parish.

It was **RESOLVED** that the letter be sent to Maldon and Burnham Standard and Essex Chronicle.

**16/521 Training Notifications**

Members received the latest training notifications.

It was **RESOLVED** that:-

Cllr Bishop attend Councillor Day 1.

**16/522 Future meetings**

The next meeting of the Planning Committee of the Parish Council will be Thursday 6<sup>th</sup> April 2017 at 7.00pm.

The next meeting of the Events Committee of the Parish Council will be held on Thursday 13<sup>th</sup> April 2017 at 7.30pm.

The next Parish Council Meeting will be held on Thursday 20<sup>th</sup> April 2017 following the Annual Parish Meeting.

The next meeting of the Environment and Resources Committee will be held on 23<sup>rd</sup> March 2017.

The meeting closed at 9.32pm.

Chairman  
20 April 2017