#

Minutes of the **PARISH COUNCIL MEETING** held on **Monday 19th June 2023** at Plantation Hall, Colchester Road Heybridge CM9 4AL at 7.30pm.

**PRESENT**

**Chair:** Anne Beale

**Councillors:**  Ashley Jones Simon Burwood

 Nicky Spenceley Paula Spenceley

 Mike Hall John Harrison

 Nikki Swindle Dieter Parry

 Colin Edmond

**Apologies**: Cllr Bruce Huebner

 Cllr Trevor Cable

**District Cllrs:** Nick Spenceley Paula Spenceley

 Simon Burwood Nikki Swindle

**Absent:** 0

**Members of Public:** 2

**Officers:** Amanda Hilton Clerk

**In the Chair**  Cllr Anne Beale

The meeting stared at 7.30pm and it was noted the meeting was being recorded.

**23/42 Chairs’ Welcome**

The Chair welcomed everyone to the meeting.

**23/43 Apologies**

Apologies were received from Cllr Bruce Huebner and Cllr Trevor Cable.

**23/44 Minutes**

**a)** Members considered approving the Statutory Council Meeting held on Monday 15th May 2023.

 It was **RESOLVED** the Minutes of the Parish Council meeting held on

 Monday 15th May 2023 be approved and confirmed.

b) Members received the Draft Minutes of the Planning Committee Meeting held on Monday 5th June 2023

c) Members received the Draft Minutes of the Events Committee Meeting held on Monday 12th June 2023.

**23/45 Co-option.**

1. Members considered co-option of Colin Edmund and Dieter Parry. It was **RESOLVED** to co-opt Colin Edmond and Dieter Parry. Cllr Harrison abstained from voting.
2. Cllr Colin Edmond and Dieter Parry signed their Declarations of Office.

**23/46 Interests**

Cllr Colin Edmond declared he is a Director of Essex Waterways.

**23/47 Public Participation**

 A resident addressed members to report blocked gullies near Navigation Place. It was **RESOLVED** the Community Engagement Officer would contact the resident and report the exact location to the Street Cleaning Team at Maldon District Council.

A resident addressed members with regards to concerns that many local groups tacking local issues had been set up as Maldon and Heybridge as opposed to a group solely looking at issues in Heybridge. The resident confirmed Heybridge Community Group had been formed to focus on matters such as climate change and suggested members should be supporting groups that look after Heybridge residents.

Cllr Burwood PROPOSED the Clerk look into the group to establish its agenda and membership to allow members to make an informed decision as to whether to support the group. SECONDED by Cllr Jones.

It was **RESOLVED** the Clerk look into the group to establish its Agenda and membership to allow members to make an informed decision as to whether to support the group.

**23/48 Reports**

1. Members received a report from District Cllr P Spenceley and District Cllr Burwood with regards to matters in Heybridge West.

Members received a report from District Cllrs N Spenceley and District Cllr Swindle with regards to matter in Heybridge East.

It was noted that Planning Application 23/00321 consisting of 45 dwellings was recommended for refusal by planning officers and was in fact refused permission at the District Planning Committee held on Wednesday 14th June 2023.

It was noted District Cllr N Spenceley would follow up reported potholes with County Cllr Durham and it asked the Clerk to forward any that had been previously reported.

1. Members noted they had been previously circulated a report from the Community Engagement Officer.

**23/49 Clerks Report**

1. Members received an approved Schedule of Meetings as amended.
2. Members noted the Clerk and the Community Engagement Officer had attended the Dengie Hundred Bus Users Group (DHBUG) meeting.
3. Members received an update from the Clerk with regards to the first Community Engagement Forum held by Maldon District Council at Plantation Hall. The Clerk confirmed this forum replaces the Clerks Forum with an aim to provide Clerks and Chairs with access to information and networking.
4. Members considered forming an Appeals Committee and approving its Terms of Reference.

Cllr Burwood PROPOSED to form an Appeals Committee and approve the Terms of Reference. SECONDED by Cllr Hall.

It was **RESOLVED** to form an Appeals Committee and approve the Terms of Reference.

**23/50 Committee Updates**

1. The Chair of the Planning Committee updated members a planning meeting had been held on the 5th of June 2023 as scheduled.
2. There was no report from the events committee as a Chair of the committee, for the municipal year had not been appointed.

**23/51 Working Groups and Representatives**

1. Members consider appointment of 3 members onto the Events Committee.

It was **RESOLVED** to appoint Cllrs Beale, Edmond and Burwood as members of the Events Committee

1. Members considered appointment of 3 members to the Planning Committee.

It was **RESOLVED** to appoint Cllrs Parry, Swindle and Edmond as members of the Planning Committee.

1. Members received a report from Cllr Hall, representative of Chelmer Canal Trust who confirmed an AGM was due to be held in November.

Cllr Spenceley confirmed her appointment as representative for Maldon Heybridge Climate Action Partnership.

**23/52 Financial Matters**

1. Members received an updated statement of accounts for June 2023.
2. Members received the bank reconciliation for May 2023 and noted the balance of the bank account as of the 19th of June 2023 was £349.926.97.
3. Members considered approval of the schedule of payments including invoices and accounts for payments dated 5th June 2023 and payments dated 19th June 2023. (Appendix 1)
4. It was **RESOLVED** to approve schedule of payments dated 5th June 2023 and 19th June 2023.
5. Members considered donation request from Les Davies (Tri Services) to fund the provision of 20 Carbon Monoxide Alarms to be distributed to Heybridge residents during home visits.

Cllr Jones PROPOSED to accept the donation request. SECONDED by Cllr Burwood.

It was **RESOLVED** to accept the donation request to fund the provision of 20 Carbon Monoxide Alarms to be distributed Heybridge residents during home visits.

1. Members considered the appointment of a Bank Verifier. Cllr Burwood PROPOSED himself. SECONDED by Cllr Jones.

It was **RESOLVED** to appoint Cllr Burwood as Bank Verifier.

1. Members considered the appointment of a Bank Signatory.

Cllr Hall PROPOSED himself. SECONDED by Cllr Burwood.

It was **RESOLVED** to appoint Cllr Hall as a Bank Signatory.

1. Members received a list of approved Direct Debits/Payments, Contractors and Suppliers for 2023/2024.
2. Members noted Cllr Hall had been booked on Councillor Training at a cost of £300.00.
3. Members noted the Clerk, Financial and Administration Officer and the Community Engagement Officer had enrolled on the following online courses. Anti Bribery, Cyber Awareness, Environment Awareness Essentials, Fire Safety, Freedom of Information, Human Factors, Introduction to Planning and Menopause Essentials.

**23/53 Local Issues**

1. Members considered items to add to the next Parish Council Meeting Agenda. It was noted to add nominations for the Charity of the Year and to appoint a representative to sit on the North Heybridge Garden Suburb Liaison Panel
2. Members considered submitting comments on the Maldon District Future Transport Strategy, (previously circulated). It was **RESOLVED** to add this item to the next Environment and Facilities Committee meeting agenda.

**23/54 Correspondence**

Correspondence was received and actions to be taken were noted.

**23/55 Future Meetings**

a) The next meeting of the Environment and Facilities Committee will be held on Monday 26th June 2023 at 7.30pm.

b) The next meeting of the Planning Committee will be held on Monday 3rd July 2023 at 7.30pm.

c)The next meeting of the Events Committee will be held on Monday 10th July 2023 at 7.30pm.

d)The next meeting of the Parish Council will be held on Monday 17th July 2023 at 7.30pm

 The meeting closed at 8.43pm

 Signed.