#

Minutes of the **PARISH COUNCIL MEETING** held on **Monday 18th July 2022 at 7.30pm** at Plantation Hall, Colchester Road Heybridge CM9 4AL at 7.30pm.

**PRESENT**

**In the Chair:**  Richard Perry

**Councillors:**  Carey Martin

 Miriam Lewis Zimrul Alam

 Trevor Cable Diane Gibson

 John Harrison

**Apologies**: Cllr Mark Salisbury District Cllr Heubner

 Cllr Ashley Jones District Cllr Edwards

 County Cllr Durham

**District Cllrs:**  Anne Beale

Paula Spenceley

**Absent:** 0

**Members of Public:** 1

**Officers:** Amanda Hilton Clerk

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

**22/90 Chairman’s Welcome**

The Chairman welcomed everyone to the meeting and thanked Cllr Cable for attending Maldon Cricket Clubs Kwik Cricket in his absence with the Clerk. The Chairman confirmed sadly there had been several fires in Heybridge Wood and members would receive an update from the Clerk during the meeting. The Chairman thanked K Harley Financial and Administration Officer for sourcing extra funding to support the food bag deliveries to vulnerable residents. The Chairman reminded members of the Open Air Cinema Event due to take place on the 27th August 2022.

The Chairman confirmed the Clerk would be on annual leave from Thursday 21st July and returning to the office on Tuesday 26th July and members were reminded to contact Karen in the Clerks absence.

**22/91 Apologies**

Apologies were received from Cllr Salisbury, Cllr Jones, District Cllr Edwards, County Cllr Durham and District Cllr Heubner.

**22/92 Minutes**

1. Members considered approving the Minutes of the Statutory Parish Council Meeting held on Monday 20th June 2022. It was **RESOLVED** the Minutes of the Meeting held on Monday 20th June 2022 be approved.
2. The draft minutes of the Environment and Facilities Committee held on Monday 30th May 2022 were received.
3. The draft minutes of the Planning Committee held on Monday 6th June 2022 were received.

**22/46 Interests**

There were none received

**22/47 Public Participation**

 There were none.

**22/48 To received presentation from PC John Davey Essex Police Rural Engagement Team**

Members noted due to unforeseen circumstances PC John Davey Essex Rural Engagement Team was unable to attend and the Clerk was due to rearrange.

**22/49 Reports**

1. It was noted County Cllr Durhams report had been previously circulated.

District Cllr Spenceley updated members the issue with the fence at the top of Heywood Way and adjoining the Sharpes Meadow estate has been brought to the attention of Cllr Kevin Lagan, Chair of District Planning who had asked that officers to attempt negotiation directly with residents with regard to the way forward.

The Highways Rangers team have prioritised as urgent cut back if shrub and vegetation overgrowth that has narrowed the footpath in Broad Street Green, leading to mothers and young children having to step into the road as they make their way to the and from school.

With regards to the industrial site to the rear of The Roothings, residents had reported a significant increase in activity at the site in recent months. An Environmental Health Officer has managed to persuade the site operators to delay activities until 7am as specified in conditions (they were starting at 5.45am very regularly) However, noise from offloading and moving of the containers remains a problem for residents from 7am until 7pm on weekdays and, when Cllr Spenceley visited it was hard to be heard outside of residents’ front doors. This matter is now with MDC Planning and Environmental Health Officers to see if anything further can be done to help the residents.

Streetlights in Holloway Road, from the junction of Crescent Road to Maypole Road, remain out of action since the recent Cadent works for the new development, Cllr Mark Durham attempted to expedite the issue but despite a visit by Highways engineers the problem persists. A large van parked on the street was badly damaged after being hit by a car at night, which managed to leave the scene without stopping. The matter is now of particular concern as the mini roundabout at the Maypole/Holloway Road, from the junction at Crescent Road to Maypole Road will be closed and subject to deep excavations from late July to early September with the stretch leading up to that in darkness at night. Cllr Durham has been asked for an update.

A number of residents in the ward continue to express concerns over access to local health services, with the availability of GP appointments and the repeated cancellation of some surgical procedures at Broomfield Hospital being a recurring theme. It is also of note that with the change to the CCGs to integrated Health Care Partnerships, myself and other councillors have been provided with a contact to discuss how we can help facilitate community liaison and feedback on services from the community.

Latest information indicates that Kingswood Estates, the management company responsible for maintenance of the culverts and ditches at the new Bentalls Estate, has had some issues in finding sub-contractors to complete all of the work currently needed. Some clearance of the main culvert has now taken place, but the piped and other sections of the ditch remain very overgrown with vegetation. An update will be provided.

1. The Community Engagement Team report was circulated. Members noted:

Speed Enforcement Patrol (TRUCAM) 3 patrols over 1.50 hours

Scraley Road 5

Goldhanger Road 13 18 Captures in total

During the month of May 2 school patrols were carried out which resulted in 7 observations ,5VMOS and 2 PCNS.

The Clerk confirmed she continued to work closely with the tam and attended catch up meetings when required. The Clerk confirmed along with other parish/town Clerks, she attended a meeting hosted by MDC Officers S Green, G Dyer and L Williams. The meeting was held to give an insight into all work carried out by the team. The Clerk has asked for clarification on a couple of matters from the meeting and will report back to members.

**22/50 Appointment of Committees, Working Groups and Representatives**

1. Members considered appointment of 3 members to serve on the Planning Committee. No appointments made.
2. Following a report received from the Clerk, members considered appointment of 6 members to service on the Events Committee and to approve the Terms of Reference. A discussion was held.

Cllr Lewis PROPOSED to not form an Events Committee. SECONDED by Cllr Harrison. A vote was held, and members voted against the proposal from Cllr Lewis, and it was therefore **RESOLVED** to form an Events Committee.

It was **RESOLVED** to appoint, Cllr Cable, Cllr Jones, Cllr Martin and Cllr Perry as members to serve on the Events Committee. The Terms of Reference were approved.

1. Members considered the appointment of 3 members to serve on the Environment and Facilities Committee. It was **RESOLVED** to appoint Cllr Perry to serve on the Environment and Facilities Committee.
2. Members considered the appointment of a Lead Cllr as the Tourism and Leisure Representative. Cllr Jones PROPOSED Cllr Cable be appointed as Tourism and Leisure Representative. SECONDED By Cllr Perry. It was **RESOLVED** to appoint Cllr Cable as Tourism and Leisure Representative.

**22/51 Charity of the Year**

Cllr Lewis PROPOSED to defer this item until February 2023 to allow the council time to raise funds that could then be allocated to several charities. SECONDED by Cllr Jones. It was **RESOLVED** to defer this item until February 2023 to allow council to raise funds that could then be allocated to several charities.

**21/52 Financial matters**

1. Members received updated statement of accounts for May 2022.
2. Members received the bank reconciliation for May 2022. It was noted the balance of the bank account was £391,355.25 at the 20th June 2022.
3. Members considered schedule of payments including invoices and accounts for payments dated 6th June 2022 and 20th June 2022. The Chairman PROPOSED to approve payments. SECONDED by Cllr Cable. It was **RESOLVED** to approve payments. Appendix 1.
4. Members received a report from the Clerk with regards to a hire request from the District Ward Members to hold a regular surgery in the Claydon Room. The Clerk reminded members she did not have delegated responsibility to approve free use of the rooms. Members considered the request. It was RESOLVED should the District Ward Members wish to hire the Claydon Room they would be charged at Village Rate.
5. The Clerk confirmed an updated Contractors and Suppliers list would be ready to approve at the next meeting of the Parish Council to be held on Monday 18th July 2022.

**22/53 Training Requests**

1. Members considered training request for the Clerk and the Financial and Administration Officer to attend Health and Safety HABC Level Award at a cost of £150.00 + VAT each. Cllr Lewis PROPOSED to accept this training request. SECONDED by the Chairman. It was **RESOLVED** to approve the training request for the Clerk and the Financial and Administration Officer to attend Health and Safety HABC Level Award at a cost of £150.00+VAT each.
2. Members considered training request from Cllr Jones to attend Chairman Training Day 1-3 at a cost of £100+VAT per day. Cllr Lewis PROPOSED not to accept this request as it would use up most of the Training Budget allocated towards all member training. SECONDED by Cllr Gibson. It was **RESOLVED** not to accept the request from Cllr Jones to attend Chairman Training Day 1-3.
3. Members noted Code of Conduct Training Session were due to be held at Maldon Town Council by Simon Quelch on Tuesday 21st June 2022 at 6.00pm and Tuesday 28th June at 2.30pm. Cllr Gibson and Cllr Harrison confirmed they would like to attend Training on Tuesday 28th June at 2.30pm.

**22/54 Correspondence**

1. The Clerk updated members on correspondence received.

**22/55** **Future Meetings**

 a) The next meeting of the Environment and Facilities Committee will

be held on Monday 27th June 2022 at 7.30pm

b) The next meeting of the Planning Committee will be held on Monday 4th July at 7.30pm

c) The next meeting of the Events Committee will be held on Monday 1 11th July 2022 at 7.30pm TBC

d) The next meeting of the Parish Council will be held on Monday 18th July at 7.30pm.

 The meeting closed at 9.30pm

 Signed.