# 

Minutes of the **PARISH COUNCIL MEETING** held on **Tuesday 19th April 2022** at Plantation Hall, Colchester Road Heybridge CM9 4AL at 7.30pm.

**PRESENT**

**In the Chair:**  Richard Perry

**Councillors:**  Carey Martin Ashley Jones

Miriam Lewis Zimrul Alam

Trevor Cable Diane Gibson

Mark Salisbury

**Apologies**: John Harrison District Cllr Spenceley

District Cllr Edwards County Cllr Durham

**District Cllrs:**  Bruce Heubner Anne Beale

**Absent:** 0

**Members of Public:** 0

**Officers:** Amanda Hilton Clerk

Karen Harley Financial and Administration Officer

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

**21/440 Chairman’s Welcome**

The Chairman welcomed everyone to the meeting.

**21/441 Apologies**

Apologies were received from Cllr Harrison, District Cllr Edwards, County Cllr Durham and District Cllr Spenceley.

**21/442 Election a Vice Chairman for the remainder of the municipal year**

Cllr Lewis PROPOSED Cllr Cable be elected as Vice Chairman for the

remainder of the municipal year.

SECONDED by Cllr Martin.

It was **RESOLVED** Cllr Cable be elected as Vice Chairman for the remainder of the municipal year.

**21/405 Co-option**

1. Members considered the Co-option of Anne Beale. A vote was held.

It was **RESOLVED** not to co-opt Anne Beale.

1. Members considered the Co-option of Diane Gibson. A vote was held.

It was **RESOLVED** to co-opt Diane Gibson and the Declaration of Office was signed.

**21/406 Minutes**

Members considered approving the Minutes of the Parish Council meeting held on Monday 21st February 2022.

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

Monday 21st February 2022 be approved and confirmed.

Members received the DRAFT minutes of the Environment and Facilities Committee Meeting held on Monday 28th February 2022.

Members received the DRAFT minutes of the Planning Committee Meeting held on Monday 7th March 2022.

Members received the DRAFT minutes of the Events Meeting held on Monday 14th March 2022

**21/407 Public Participation**

None

**21/408 Reports**

1. District Cllr Heubner updated members a meeting was due to be held by district members with regards to planning enforcement in relation to the gravel pits. District Cllr Heubner confirmed a Police Community Safety Event would be taking place at the Prom on Friday 8th April 2022.

A report was circulated from District Cllr Edwards who confirmed Maldon District Councils meetings were once again open to the public.

District Cllr Edwards confirmed Planning Application 21/00961/RES Reserved Matters application for the approval of access, appearance, landscaping, layout and scale for Phase 2 and part of Phase 4 was approved at the District Planning Committee on the 3rd March.

District Cllr Edwards confirmed there had been no update on the request for a 20mph Speed Limit in Wood Road (LMAL202006) and would confirm any further information following the next meeting of the LHP due to be held on Tuesday 29th March 2022. District Cllr Edwards also confirmed the LHP was looking for new projects in the Parish for 2022/2023.

District Cllr Edwards finished his report with a reminder of the By-Election for the District Heybridge West Ward on Thursday 14th April 2022.

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

7 TRU CAM Speed Enforcement Patrols were carried out over 3.50hours. Total Captures 46.

Scraley Road 5

Goldhanger Road 36

Holloway Road 5

1 vehicle moved on during school patrols.

The Clerk confirmed she continued to report ASB to Officer G Dyer who works closely with the Community Policing Team, the community hub was held on the 16th of February 2022 and Cllr Lewis had updated members on this at the Parish Council Meeting held on 21st February 2022.

**21/409 Clerks Report**

1. Members considered list of invitees to the Annual Parish Meeting due to be held on Tuesday 19th April 2022 and confirmed the start time of the meeting would be 7.00pm. Members noted the attendance of G Dyer ASB Officer and S Clarke, Community Engagement Officer had already been confirmed to the Clerk.
2. Members considered a request from a member of Heybridge Basin Parish Councill for information. Members **RESOLVED** the Clerk contact the Clerk to Heybridge Basin Parish Council to ask for a formal request for information.
3. Members noted the intention of NALC on behalf of the entire parish sector) is to sign up to the LGA supported statement from the *Council of European Municipalities and Regions* (CEMR) condemning the multiple attacks and violations of the territorial integrity and sovereignty of Ukraine. It is open to signature by any Councillor. The LGA stands in support and solidarity with peers in Ukraine.

**21/410 Committee updates**

1. No report from the Planning Committee.
2. Cllr Cable gave a report from the Events Committee and proposed schedule of events for 2022/2023. Cllr Lewis **PROPOSED** to accept the schedule as a first pass with the proviso that some of the events will be fully costed and come back to full council for consideration. SECONDED by Cllr Cable. It was **RESOLVED** to accept the schedule of events for 2022/2023 as a first pass with the proviso that some of the events will be fully costed and come back to full council for consideration
3. Cllr Lewis gave an update from the Environment and Facilities Committee who thanked those who attended the Litter Pick and thanked S Clarke from the Community Engagement team for his attendance and assistance. Cllr Lewis updated members with regards to Essex County Council who had fenced off a part of Beeches Road to provide a compound to store soil and equipment. Cllr Lewis confirmed she had dealt with the matter and PROPOSED the Clerk write to Essex County Council to enquire what their policy was with regards to consulting with the community and Parish Council to inform them of any planned disruptions. SECONDED by Cllr Jones. It was **RESOLVED** the Clerk write to Essex County Council to enquire what their policy was with regards to consulting the community and the Parish Council to inform them of any planned disruptions. Cllr Lewis commented on how lovely the daffodils looked around King George V Field and Plantation Hall.

**21/411 Financial matters**

1. Members received updated statement of accounts for February 2022.
2. Members received the bank reconciliation for February 2022. It was noted the balance of the bank account was £340,976.06
3. Members considered schedule of payments including invoices and accounts for payments dated 7th March 2022 and 21st March 2022. The Chairman PROPOSED to approve payments. SECONDED by Cllr Lewis. It was **RESOLVED** to approve payments. Appendix 1.
4. Members considered a request from Heybridge Blackwater Rotary Club. It was **RESOLVED** the Clerk would ask for clarification with regards to how a request for funding sits within the organisation of the Rotary.
5. Members considered Safeguarding Training request from Cllr Jones at a cost of £70.00 plus VAT. A discussion was held, and it was **RESOLVED** the Clerk enquire with the EALC to hold a group training session.
6. Members considered Local Government Pay Claim award for 1st April 2021-31st March 2022 (increase of 1.75%) be paid to all staff members. The Chairman PROPOSED to pay all staff members in accordance with the Local Government Pay Claim. SECONDED by Cllr Lewis. It was **PROPOSED** to pay all staff members in accordance with Local Government Pay Claim.

**21/412 Groundsmen Contract**

1. Members received a report from the Clerk with regards to the Tender recommendation. A discussion was held. Cllr Perry PROPOSED to award the Contract to the current provider and enquire about a Retail Price Increase. SECONDED by Cllr Cable. It was **RESOLVED** to award the grounds maintenance contract to the current provider and to enquire about a Retail Price Increase.

**21/413 Local Issues**

1. Members received an update from the Clerk with regards to a further complaint regarding parking at Rowan Drive. A discussion was held, and it was **RESOLVED** to copy in Cllr Durham to a response to the resident to convey the council has taken their concerns on board but sadly no offences were being committed and that parking issues are prevalent in this area.
2. Members considered items for inclusion on the Agenda for the next meeting of the Parish Council to be held on Tuesday 19th April 2022 at 7.30pm. Cllr Jones requested the Clerk add concerns regarding a local business installing an outside area.

**21/414 Correspondence**

1. The Clerk updated members on correspondence received. The Clerk to respond to D Benson to inform him there is no dedicated representative for Community Engagement with Westcombe Park Housing Development and that all matters are dealt with by the council as a whole.

The Clerk to respond to R Stanley with regards to a site visit.

1. Members considered a hire request from William De Ferrers Football Club. The Clerk reported a complaint had been received from a resident following the last game played. A discussion was held, and it was **RESOLVED** the Clerk write to the team to confirm Council would treat this incident as a “yellow card” and thank them for their assurances this was a one-off situation, but to ensure the Terms and Conditions of Hire are met. Members also **RESOLVED** the team write a letter of apology to be passed to the complainant.

**21/415 Future Meetings**

a) The next meeting of the Environment and Facilities Committee will be held on Monday 28th March 2022 at 7.30pm.

b) The next meeting of the Planning Committee will be held on Monday

Monday 4th April 2022 at 7.30pm.

c) The next meeting of the Events Committee will be held on Monday

11th April 2022 at 7.30pm.

1. The next meeting of the Parish Council will be held on Tuesday

19th April 2022 at 7:30pm. To include the Annual Parish Meeting at 7.00pm.

The meeting closed at 9.15pm

Signed.