#

Minutes of the **PARISH COUNCIL MEETING** held on **Monday 21st November at 7.30pm** at Plantation Hall, Colchester Road Heybridge CM9 4AL at 7.30pm.

**PRESENT**

**In the Chair:**  Miriam Lewis

**Councillors:**  John Harrison

 Diane Gibson

**Apologies**: Cllr Trevor Cable

 Cllr Richard Perry District Cllr Edwards

 Cllr Carey Martin District Cllr Spenceley

 Cllr Ashley Jones

**District Cllrs:**  Anne Beale

**Absent:** Cllr Salisbury

 Cllr Alam

**Members of Public:** 0

**Officers:** Amanda Hilton Clerk

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

Cllr Gibson PROPOSED Cllr Lewis Chair the meeting in the absence of the Chairman and Vice Chairman.

SECONDED by Cllr Harrison

It was **RESOLVED** Cllr Lewis chair the meeting in the absence of the Chairman and Vice Chairman.

**22/188 Chairman’s Welcome**

The Chairman welcomed everyone to the meeting and confirmed a successful meeting had been held on Thursday 13th October 2022 to consider the budget for 2023/2024.

**22/189 Apologies**

Apologies were received from Cllr Cable, Cllr Perry, Cllr Martin, Cllr Jones, District Cllr Edwards, District Cllr Spenceley,

**22/190 Minutes**

1. Members considered approving the Minutes Parish Council Meeting held on Monday 26th September 2022 It was **RESOLVED** the Minutes of the Meeting held on Monday 26th September 2022 be approved and confirmed.

Cllr Harrison abstained from voting.

1. The draft minutes of the Environment and Facilities Committee held on Thursday 29th September 2022 were received.
2. The draft minutes of the Planning Committee held on Monday 3rd October 2022 were received.
3. The draft minutes of the Events Committee held on Monday 10th October 2022 were received.
4. Members received the Draft Minutes of the Parish Council meeting held on Thursday 13th October 2022.

The Chairman PROPOSED to alter the order of the agenda to consider item 9d and 9e first. It was RESOLVED to alter the order of the agenda to consider item 9d and 9e first.

**22/191 Financial Information (9d and 9e)**

9d) To review the Budget for 2022/2023

Members received a report from the Chairman regarding the budget for 2022/2023. The Chairman extended her thanks to Internal Auditor John Williams for his input during the meeting held on Thursday 13th October 2022.

Members reviewed the projected budget for 2022/2023. It was during the meeting held on Thursday 13th October, members had RESOLVED

* To change the heading of code 7001 to Interest received on Deposit Account.
* To change the heading of code 3304 to Heybridge Helping Hand
* To add in two new codes 1211 for vehicle purchase for the new Community Engagement Officer and 1212 for vehicle running cost, insurance and maintenance.
* To how code for 1210 MDC CET as a projected underspend and code 3101 Salaries as an overspend to include the new member of staff.
* That code 9002 showed an increase due to funding available to support the extension and the activities to be covered by the new member of staff.
* That code 1210 MDC CET would not show any expenditure after November 2022 due to the end of the contract with MDC.
* To reduce the amount of reserves held, to enable the extension project to be completed without the need to borrow.

9e) To consider draft budget for 2023/2024

Members considered accepting the provisional draft budget subject to confirmation from MDC regarding the Band D base rate calculation. The draft budget to include a 2 percent increase to the precept to £204,000 which did not necessarily mean an increase in the household levy. It was **RESOLVED** to accept the provisional draft budget and revisit at the November meeting of the Parish Council due to be held on Monday 21st November subject to confirmation from MDC with regards to the Band D base rate calculation.

**22/192 Interests**

There were none.

**22/193 Public Participation**

There were no members of the public present.

**22/194 Reports**

1. No report received from Cllr Durham.
2. Members received the following joint report from District Cllr Edwards and District Cllr Spenceley.

Firstly, please accept our apologies for tonight. Not much to report regarding Heybridge this time but a few updates.

**PLANNING APPLICATION NHGS**

The planning applications referred to in our previous report regarding the NHGS have as yet not come before Committee We expect them at the next District Planning Committee meeting

**PLANNING APPLICATION 22/00983 ADV**

This one we have called in as we feel any application referring to the NHGS should be heard at either Central Area or District Planning as it refers to a strategic site and therefore should not be delegated to officers. This was agreed earlier this year.

**BROAD STREET GREEN CLOSURE**

As you will know, Broad Street Green has been closed at night all of week 41 and both Cllr Spenceley and I have been inundated with complaints. You have perhaps seen on social media and other communication the furore this has caused. We have been backwards and forth with MDC, ECC Highways and the contractors to try and help residents but there was little we could do other than try and placate them.

It seems Essex Highways would not allow the developers to close the road during the day and one of the reasons given was that public and school buses are unable to navigate crossing from Maypole Road to Great Totham in the narrow lanes as well as being no public transport in East Heybridge.

We have attached a plan of the roundabout showing the new layout and in terms of the night road closures, we understand that these works have been held up slightly but should be completed by tomorrow.

**DISTRICT COUNCILLORS SURGERY & NHGS COMMUNITY LIAISON PANEL**

The NHGS Community Liaison Panel had it’s first ‘Surgery’ at Bentalls on Saturday 8th October. We had a number of drop ins and hopefully alleviated some of the fears residents have of the NHGS development.

Examples included the future management of the woods, future medical facilities and does Heybridge Wood have a TPO on it. Yes, it does, and it covers the whole wood.

Other issues revolve around clearing of main ditches and if the sewage system will be upgraded to cope with the new development.

Hopefully if the word gets out, we will have a few more customers at the next surgery.

The panel is arranging it’s next meeting with the contractors shortly so if the Parish Council have any queries, please let us know.

**FM CONWAY**

FM Conway, the contractors for Countryside building the roundabout at BSG have offered funding and resources to help with the woodland especially around the areas which caught fire. They will work with the Land Trust and their ecologists.

**SHARPES MEADOW**

We continue to receive complaints from residents of Sharpes Meadow about the lack of a safe walking route to school and to the rest of Heybridge. There is no further update at present as it is in the hands of officers but of course we will continue to monitor.

**OTHER ISSUES**

Other issues mentioned in our previous report such as the Oak Tree in Langford Road and Street lights in Holloway Road, are still being investigated

1. Members received a report from the Clerk regarding the Community Engagement Team. It was confirmed the team had patrolled the sited under direct responsibility, carried out 6 Trucam Patrols over 3 hours and 40 minutes resulting in 11 offenders. It was noted the Service Level Agreement hours were 7 short for the month.

**22/195 Committee Updates**

1. No report was received from the Chairman of the Planning Committee
2. No report was received from the Chairman of the Events Committee
3. Members received a report from the Chairman of the Environment and Facilities Committee who confirmed the extension was progressing. The Chairman updated members on the Community 999 day and the Cosy Community Packs being supplied by the Parish Council.
4. Members considered appointment of one member to the Personnel Committee due to Cllr Cable stepping down. The Chairman PROPOSED Cllr Jones be appointed as a member of the Personnel Committee. SECONDED by Cllr Gibson.

It was **RESOLVED** Cllr Jones be appointed as a member of the Personnel Committee.

**22/196 Clerks Report.**

1. Members noted the emergency lighting was due to be tested on Tuesday 18th October 2022 but there would be no impact on hirers.
2. Members considered adopting the Civility and Respect Pledge. It was **RESOLVED** to defer this item until the next meeting of the Parish Council due to be held on Monday 21st November 2022.
3. Members considered submitting a response to the Maldon and Burnham Standards regarding building developments within Heybridge. It was **RESOLVED** not to submit a response.
4. Members received an update from the Clerk regarding Remembrance Parade. The Clerk informed members correspondence had been received from MDC with regards to the Temporary Road Closure. It was **RESOLVED** the Clerk would contact Essex Association of Local Councils (ELAC) and National Association of Local Councils (NALC) to update them of the advice received from MDC. It was also **RESOLVED** the Clerk give a full update at the meeting of the Environment and Facilities Committee due to be held on Monday 24th October 2022.

**22/197 Financial matters**

1. Members received updated statement of accounts for September 2022.
2. Members received the bank reconciliation for October 2022 It was noted the balance of the bank account was £435,193.29 on 17th October 2022.
3. Members considered schedule of payments including invoices and accounts for payments dated 17th October 2022. The Chairman PROPOSED to approve payments. SECONDED by Cllr Gibson. It was **RESOLVED** to approve payments. Appendix 1a.

**22/198 Local Issues**

1. Members were asked to circulate any matters for inclusion on the Agenda for the next meeting of the parish council due to be held on Monday 21st November 2022 to the Clerk.

**22/199 Correspondence**

1. The Clerk updated members on correspondence received and actions to be taken were noted.

**Due to confidential business, this meeting is not open to the press or members of the public (Public Bodies (Admissions to Meetings) Act 1960, s 1 (2)).**

**22/200 To receive a report from the Clerk and consider actions to be taken.**

1. Members received a report from the Clerk and considered recommendation from the Personnel Committee regarding the considered candidate and considered the development of the role.

The Chairman confirmed the considered candidate had interviewed incredibly well, had a thorough understanding of the role and understanding of the new initiatives to support the younger generation, vulnerable and wider community. The Chairman said the Personnel Committee had unanimously recommended the considered candidate and they would fit comfortably within team Heybridge.

It was **RESOLVED** to accept the recommendation of the Personnel Committee regarding the considered candidate and to make a formal offer. Members considered the Salary Scale point to award the considered candidate and it was **RESOLVED** to award SCP 21

**22/201 Future Meetings**

1. The next meeting of the Environment and Facilities Committee will be held on Monday 24th October 2022 at 7.30pm.
2. The next meeting of the Planning Committee will be held on Monday 7th November 2022 at 7.30pm.
3. The next meeting of the Events Committee will be held on Monday 14th November at 7.30pm

d) The next meeting of the Parish Council will be held on Monday 21st November 2022 at 7.30pm.

 The meeting closed at 9.10pm

 Signed.