



## HEYBRIDGE BASIN PARISH COUNCIL

**NOTICE IS HEREBY GIVEN** that the next meeting of the Heybridge Basin Parish Council will take place on 4th August 2020 commencing at 3.00 pm.

Due to current Covid-19 restrictions this will be a virtual meeting. The meeting is open to the press and members of the public. Details as to how to join the meeting can be obtained either by e-mailing the Clerk on the morning of 7th July 2020. The press and members of the public will only be able to listen to the proceedings.

**ALL MEMBERS of the COUNCIL ARE HEREBY SUMMONSED** to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Signed:  
John Watson.

A handwritten signature in black ink, appearing to be 'John Watson', written over a circular scribble.

Date: 27th July 2020

Clerk to the Heybridge Basin Parish Council.

### AGENDA

1. The Chair to declare the meeting open.
2. To receive notification from any persons present of intent to record the meeting.
3. To receive apologies for absence.
4. To receive Declarations of Interest in accordance with the Council's Code of Conduct and with section 106 of the Local Government Finance Act 1992.

5. **The meeting will stand adjourned to consider letters and emails received from Parishioners of Heybridge Basin.**
6. **The Chair to adjourn the meeting**
7. **To receive a report from the District and County Councillors for the area on any matters of interest.**
8. **The Chair to reconvene the meeting**
9. **To sign as a correct record the minutes of the Full Council meeting held on 7th July, 2020 (circulated previously).**
10. **To Ratify following decisions made by e-mail**
  - a. Appointment of UK Power Networks as power supplier for the Parish Council street lights.
11. **Finance**
  - a. To approve
    - i. Payment requests for July 2020 (*schedule to be circulated*).
    - ii. Receipts for July 2020 (*schedule to be circulated*).
12. **Pensions Regulator**
  - a. To note the letter dated July 2020 from The Pensions Regulator regarding automatic enrolment and to agree the action to be taken.
13. **September Council Meetings**
  - a. To consider the proposal that the two Parish Council meetings scheduled in September as actual meetings be changed to virtual meetings and to agree the action to be taken.
14. **Planning**
  - a. To discuss any Planning Applications and to agree the action to be taken.
15. **Toilet Facilities in the Basin**
  - a. To note the urgent freshservice request made by Councillor Harker in his capacity as a District Councillor to relocate one of the two portable toilets at the Heybridge Cemetery to the Maldon District Council land between the Daisy Meadow Carpark entrance and the former Chapel.
  - b. To consider the proposal that, should Maldon District Council not agree to the request in 15.a. above, they be asked to install a portable toilet at the Daisy Meadow Carpark for the duration of the holiday period and to agree the action to be taken
  - c. To consider the proposal that, should Maldon District Council not agree to the requests in 15.a. and 15.b. above, the Parish Council organise and pay for the installation of a portable toilet in the Daisy Meadow Car Park and to agree the action to be taken.
  - d. To consider the proposal that should 15.c. not be agreed, Councillor Sjollega approach local businesses to request that they sponsor the installation of a portable toilet in the Daisy Meadow Car Park.

## **16. Lock Hill**

- a. To note the approach by HAT Projects regarding the proposed Lock Hill Development and to agree any action to be taken.
- b. To consider the proposal that the police be asked to cone off one side of lock hill to ensure access by emergency vehicles and to agree the action to be taken.

## **17. Council Litter Pick**

- a. To receive a report from Councillor Sjollema regarding the Council organised litter pick

## **18. Councillor Training**

- a. To consider the training options provided by EALC and to agree any action to be taken.

## **19. Appointment of Committee**

- a. To consider the proposal the Council appoint a Committee of interested parishioners, this Committee to be named the "Village Amenities Committee" with the terms of the Committee being drawn up by the Parish Council and to agree the action to be taken.
- b. To consider the proposal that Councillor Sjollema be appointed the Parish Council representative on the proposed Committee as detailed in 19.a. above and to agree the action to be taken.

## **20. Communications with Parishioners**

- a. To note that the next edition of the Parish Newsletter will be in August 2020.
- b. To consider the proposal that the Parish Council provide copy for local free magazines (Maldon and Heybridge Life Magazine, Proposed local joint guide, Mersea Island Guide) and to agree the action to be taken.

## **21. Community Engagement Team**

- a. To receive a report from Councillor Edwards regarding the Maldon District Council Community Engagement Team.

## **22. Remembrance Day Arrangements**

- a. To receive a report from Councillor Edwards regarding Remembrance Day Arrangements in Heybridge and to agree the action, if any, to be taken.

## **23. Clerk's Report**

- a. To receive a report from the Clerk about any outstanding matters and to take action as required to include,
  - i. Locality Funding
  - ii. Recycling Bins.
  - iii. Amendment to the signage in the Daisy Meadow Car Park.
  - iv. Council Website.
  - v. Newsletter.

## **24. At the Chair's discretion for Councillors to exchange information on matters relating to the Parish.**

Letters and emails from Parishioners for discussion at the meeting will be welcomed.

Clerk Contact details: [heybridgebasinpc@gmail.com](mailto:heybridgebasinpc@gmail.com)

Website: [www.heybridgebasinpc.org.uk](http://www.heybridgebasinpc.org.uk)