



Heybridge Parish Council

Members of the Council are hereby summoned to attend the Parish Council meeting in The Main Hall, Plantation Hall, Colchester Road, Heybridge on **THURSDAY 17 SEPTEMBER 2015** at 7.00pm for the purpose of transacting the following business.

Recording of meetings

To note that this meeting may be recorded or filmed and will be capable of repeated viewing or another use by such third parties. It is possible that the recording equipment or cameras will capture your image and this will result in the possibility that your image will become part of the broadcast. This may infringe your human and data protection rights and if you wish to avoid this you should move to the appropriate area of the room. Anyone present intending to record the meeting, or any part thereof, must declare their intention to the Chairman and Clerk before the meeting commences.

Public Participation



This meeting is held in public. To note that under Local Government regulations, only persons registered on the electoral roll are permitted to speak. Visitors will be able to speak within the allotted ten minutes. If several visitors wish to express similar views it is suggested that a spokesperson should speak on behalf of the group. When visitors wishing to speak arrive at the meeting, they should give their names to the Clerk and say that they wish to speak. To avoid arguments and keep the length of meetings to a reasonable level, Councillors will not enter into discussion with visitors during the allocated public participation time. Apart from the initial participation session, the public are not allowed to speak in the meeting.

Laurie Wiebe
Clerk to Heybridge Parish Council.

11th SEPTEMBER 2015

In order to reduce paper wastage, Members of the Press or Public who would like copies of the appended documents available during the meeting should make prior arrangements with the Clerk.


AGENDA


1.  Apologies for absence
2. Chairman's Announcements.
3.  **Minutes**
To receive and confirm the Minutes of the Parish Council meeting held on 20th August 2015 (Appendix 1.)

To receive the Minutes of the Planning Committee of the Parish Council held on 3rd September 2015 (Appendix 2.)

To receive the Minutes of the Budget Committee of the Parish Council held on 8th September 2015 (Appendix 3.)

To receive the Minutes of the Personnel Committee of the Parish Council held on 10th September 2015 (Appendix 4.)

To receive the Minutes of the Events Committee of the Parish Council held on 10th September 2015 (to be circulated.)
4.  **Interests**
To receive member's declarations of Discloseable Pecuniary Interests, Other Registerable Pecuniary Interests, Registerable Non-Pecuniary Interests on items on the agenda. To note any dispensations granted.

(Members are reminded that they are also required to declare interests as soon as they become aware should the need arise throughout the meeting.)
5. **Public Participation**
Public participation session with respect to items on the agenda and other matters that are of mutual interest.
 - i) To receive a presentation from Chris Salmon, Chair of Heybridge Residents Association.
6. To receive reports from:
 - a) **District Councillors**
 - b) **Police and any other emergency services, if present.**
7.  **Planning**
 - a) To consider and make comments to the District Council on applications received:

Application No. FUL/MAL/15/00885
Proposal: Development for 145 residential dwellings with associated landscaping, open space, access, parking and ancillary infrastructure including pumping station.
Location: Land West of Broad Street Green Road, Heybridge

Application No. FUL/MAL/15/00802
Proposal: Memorial bench.
Location: Land south of Navigation Cottage, Basin Road,
Heybridge

Application No:HOUSE/MAL/15/00919
Proposal: Tow storey/single storey front extension.
Location: 1 Virley Close, Heybridge

Application No:TCA/MAL/15/00966
Proposal: T1 Laurel – Remove. T2 Fig – remove.
Location: Lock House, Basin Road, Heybridge

Application No:LDE/MAL/15/00928
Proposal: Lawful development certificate for existing use of
B1 and B2 uses.
Location: Home Farm, Colchester Road, Heybridge
*Council asked to provide any knowledge that supports or contradicts the
submitted evidence.*

Any other planning applications received will be circulated to Members.

- b) To receive any update on the Local Development Plan.
- c) To note that the inquiry of the planning appeal for the Former
Timberyard, Basin Road will take place on 30th September 2015
(Appendix 5.)
- d) To note the MDC Development Plan Document Consultation for Rural
Housing Allocations, Rural Employment Allocations and District
Travellers Allocations (Appendix 6.)

8.



Clerk's Report

To receive a report from the Clerk (Appendix 7);

- i) To consider the quotations received to change over the amenity
lights to LED or to keep the sodium lights;
- ii) To consider the quotation to install a third light at Green Lane for
£1500 + VAT;
- iii) To consider changing the existing two Green Lane amenity lights
to LED for £1070 + VAT;
- iv) To consider making a financial contribution to St. Andrew's
Church towards the Church insurance excess for fixing the
churchyard railings;
- v) To renew the Council's Insurance (£3471.55) and extend the
long-term agreement for a further 3 years;
- vi) To note that the Park Rangers have extended their service to
include The Roothings, Green Lane, and Daisy Meadow Car
Park;
- vii) To agree that the Park Rangers start locking Plantation Hall main
gates after the last hirers;

viii) To note the current situation of the ordinary watercourse adjacent Daisy Meadow Car Park.

9. 

Consultations and Policies

- i) To adopt the Parish Council's Corporate Strategy 2015 to 2020 (Appendix 8);
- ii) To adopt the Parish Council's Unacceptable Behaviour Policy (Appendix 9);
- iii) To note that Cllr Prof Schnurr submitted comments on behalf of Council to Rural Policing Matters Campaign.

10. 

Website

- i) To receive an update from Cllr. Stephen Jennings and Cllr Prof Schnurr;
- ii) To decide if the website should be changed.

11.

Parish Council Assets/Projects

a) Heybridge Herald (Lead Councillor – Cllr. Michael Edwards)

- i) To receive a report from the leading Councillor.

b) Basin Matters (Lead Councillor – Cllr Prof Schnurr)

- i) To receive a report from the leading Councillor.
- ii) To receive an update from Cllr. Prof Schnurr on public conveniences.

c) Projects (including 5 year project plan) and Grants Working Group

- i) To receive a report from the leading Councillor.
- ii) To note that an expression of interest for the Community Initiative Fund Grant has been submitted.

d) Neighbourhood Planning Task and Finish Working Group

- i. To receive a report from the leading Councillor.

12. 

Financial Matters

- a) To receive and consider the schedule of payments including invoices and accounts for payment (to be circulated at the meeting);
- b) To receive an updated statement of accounts (to be circulated at the meeting);
- c) To receive the monthly bank reconciliation (to be circulated at the meeting);
- d) To receive the completed Annual Return for 2014-2015 financial year (to be circulated.)

13.

Highways and Environment Matters

- a) Tree Warden (vacancy);
- b) Public Rights of Way Liaison Warden (Cllr Young);
- c) To receive a report from the Parish Emergency Co-ordinator (Clerk);
- d) Local Highways Panel.
 - i. To receive the latest minutes from the Local Highways Panel (Appendix 11).

14. 

Reports from Committees

a) Planning Committee

- i. To receive a report from the Chair of the Committee;
- ii. To consider any recommendations.

b) Events Committee

- i. To receive a report from the Chair of the Committee;
- ii. To consider any recommendations.
 - a. To approve the costs of hiring the PA system for £44.50 + VAT for Remembrance Sunday Service;
 - b. To approve the costs of £50 for the poppy wreath (includes a small donation);
 - c. To approve the cost of refreshments for Remembrance Sunday Service of £60.

c) Budget Committee

1. To receive a report from the Chairman.
2. To consider any recommendations.

15. **Reports from Outside Committees, Representatives and Training**

a) Transport Representatives Meeting – Cllr. Prof Schnurr

- i) To receive a report from Cllr. Prof. Schnurr;
- ii) To note the bus 288 passenger numbers for August 2015 were 137.

b) Elms Farm Park Friends Group & Oak Tree Meadow – Cllr. Burwood

- i) To receive a report from Cllr. Burwood.

c) Health Matters – Cllr. Dr. Blyth

- i. To receive a report from Cllr. Dr. Blyth.

d) Tourism and Leisure Representative – Cllr. Perry

- i. To receive a report from Cllr. Perry.

e) Where does the Water Go Project – Cllr Hall and Cllr Moodey

- i. To receive a report.

16. **Training Notifications**

a) To approve any EALC training requests received:

- i) EALC AGM – 24 September 2015
- ii) Council Finance – 1 October 2015 - £70 per delegate
- iii) Planning Day – 7 October 2015 - £47 per delegate
- iv) Performance Management – 3 November 2015 - £47 per delegate
- v) FOI/Data Protection – 5 November 2015 - £47 per delegate
- vi) Planning Day – Statutory Planning – 11 November 2015 - £47 per delegate
- vii) Funding Do's and Don'ts – 12 November 2015 - £47 per delegate
- viii) Advanced Councillor Training Day 1 – 18 November 2015 - £70 per delegate

ix) Advanced Councillor Training Day 2 – 9 December 2015 - £70 per delegate

b) Campaign to Protect Rural Essex AGM – Saturday 3 October 2015

c) RCCE Village Halls Conference – Saturday 10th October 2015 - £20 per delegate (Admin Assistant to attend.)

17. Future meetings

The next meeting of the Planning Committee of the Parish Council will be held on Thursday 1st October 2015 at 7.00pm.

The next meeting of the Events Committee of the Parish Council will be held on 8th October 2015 at 7.30pm.

The next meeting of the Parish Council Meeting will be held on Thursday 22nd October 2015 at 7:00pm.

For Information Only:

Items for next Parish Council Meeting agenda:

Update on various works

Quotes to plant a new hedge along Sherpa Path with possible post-and-rail fence

Quotes for electric oven

Car Park Policy

Council Award Scheme – check list to be completed

Donation Requests