

## Heybridge Parish Council

Members of the Council are hereby summoned to attend the Parish Council meeting in The Claydon Room, Plantation Hall, Colchester Road, Heybridge on **THURSDAY 16<sup>th</sup> FEBRUARY 2017** 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**

**10<sup>th</sup> FEBRUARY 2017**


*In order to reduce paper wastage, Members of the Press or Public who would like copies of the appended documents available for the meeting should make prior arrangements with the Clerk at least 2 days before the scheduled meeting.*

## AGENDA

1.  **Apologies**
  - i) To receive apologies for absence;
  - ii) To approve the reasons for absence.
  
2. Chairman's Announcements.
  
3.  **Minutes**



To receive and confirm the Minutes of the Parish Council meeting held on 19<sup>th</sup> January 2017 (Appendix 1.)


To receive the Minutes of the:

  - Environment and Resources Committee held on 26<sup>th</sup> January 2017 (Appendix 2)
  - Planning Committee held on 2<sup>nd</sup> February 2017 (Appendix 3)
  - Events Committee held on 9<sup>th</sup> February 2017 (Appendix 4.)
  
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.
  
6. To receive reports from:
  - a) **District Councillors (liaison meeting to be held on 24<sup>th</sup> February 2017)**
  - b) **Police and any other emergency services, if present.**
  
7. **Co-option**

To receive expression of interests for co-option to fill one vacancy onto the Parish Council.
  
8.  **Clerk's Report**
  - i) To receive a report from Clerk (Appendix 5);
  - ii) To note UK Power Networks help for vulnerable people during power cut;
  - iii) To consider changing the start time of Parish Council meetings;
  - iv) To receive a letter from Superfast Essex broadband (Appendix 6);
  - v) To receive a report on the completed Land Registry exercise.
  
9.  **Policies and Consultations**

To consider submitting comments to Highways England on the A12 Chelmsford to A120 widening consultation (deadline 3 March 2017) (Appendix 7.)
  
10.  **Action Plan Review**

To update the action plan (Appendix 8.)

11.  **Plantation Hall Scale of Charges**  
To agree the Hall scale of charges for 2017/2018 (Appendix 9a and b.)
12. **Plantation Hall Extension**  
 i) To note that the outline planning application has been approved by the District Council;  
ii) To agree to continue with the Hall extension in principle;  
iii) To agree the Clerk investigate and report to full Council the different grants available and the Public Works Loan process.
13. **Financial Matters**  
i) To receive and ratify the schedule of payments from 2 February and 16 February 2017 including invoices and accounts for payment (to be circulated);  
ii) To receive an updated statement of accounts (to be circulated);  
iii) To receive the monthly bank reconciliation for January 2017 (Appendix 8.)
14. **Definitive Map**  
 i) To note that the definitive map will close January 2026.  
ii) To consider submitting additional footpaths to be included on the definitive map (previously circulated to Members.)
15.  **Dementia Friendly Community**  
To consider further investigating becoming a dementia friendly Council (previously circulated to Members.)
16.  **Town Council (minimum 10 Members to be present)**  
To consider adopting Town Council status.
17. **Reports from Committees and Working Groups**  
 i) **Neighbourhood Plan Working Group**  
a. To consider employing a Neighbourhood Plan Coordinator for 12 hours per week. Following agreement, the Personnel Committee will be tasked to oversee the arrangements.
18. **Reports from Outside Committees, Representatives and Training**  
i) To note the bus 288 passenger numbers for January 2017 were 124.  
ii) **Maldon and Blackwater Coastal Community Group** – Cllr M Edwards, Cllr Prof Schnurr  
i. To receive the latest minutes and project list (Appendix 9);  
ii. To note the next meeting will be held on 5<sup>th</sup> May 2017;  
iii) **EALC** – Cllr Edwards and Cllr Prof Schnurr will be attending the Larger Local Council Forum on 21<sup>st</sup> February 2017;  
iv) **Elms Farm Park** – Cllr Prof Schnurr will be attending the next meeting to be held on 29<sup>th</sup> March 2017.
19. **Training Requests**  
i) To approve any training requests received. (Members receive weekly emails outlining the various training courses available);

ii) To note in-house training on Planning will be held on Monday 27 February 2017 at 7pm.

**20. Future meetings**

- i) The next meeting of the Planning Committee of the Parish Council will be held 2<sup>nd</sup> March 2017 at 7.00pm.
- ii) The next meeting of the Events Committee of the Parish Council will be held on 9<sup>th</sup> March 2017 at 7.30pm.
- iii) The next meeting of the Parish Council will be held on 16<sup>th</sup> March 2017 at 8.00pm.
- iv) The next meeting of the Environment and Resources Committee will be held on 23<sup>rd</sup> February 2017 at 7.00pm.

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For information only:-

Items for the next meeting:

Donation Requests  
Annual Parish Meeting arrangements  
Presentation on Hate Crime

Upcoming Public Events:

Vintage Dance – Saturday 25<sup>th</sup> February 2017  
Talk on Thames Barges – Sunday 19<sup>th</sup> March 2017  
Community Engagement – Sunday 2<sup>nd</sup> April 2017 afternoon tea – 30 years of Heybridge Parish Council  
Meet your Councillors – Sunday 9<sup>th</sup> April 2017  
Bingo Fish and Chip event – Saturday 29<sup>th</sup> April 2017  
Community Festival – Sunday 30<sup>th</sup> July 2017