



# 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 16<sup>th</sup> MARCH 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> MARCH 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.*

**Before the Meeting there will be a presentation on Hate Crime between 7pm and 7:45pm.**

## AGENDA

1.  **Apologies**
  - i) To receive apologies for absence;
  - ii) To approve the reasons for absence.
  
2. **Declaration of Acceptance of Office**


To receive the completed Declaration of Acceptance of Office form signed by Cllr Lewis.
  
3. Chairman's Announcements.
  
4.  **Minutes**






To receive and confirm the Minutes of the Parish Council meeting held on 16<sup>th</sup> February 2017 (Appendix 1.)

To receive the Minutes of the:

  - Environment and Resources Committee held on 23<sup>rd</sup> February 2017 (Appendix 2)
  - Planning Committee held on 2<sup>nd</sup> March 2017 (Appendix 3)
  - Personnel Committee held on 6<sup>th</sup> March 2017 (Appendix 4)
  - Events Committee held on 9<sup>th</sup> March 2017 (to be circulated)
  
5. **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.)
  
6. **Public Participation**

Public participation session with respect to items on the agenda and other matters that are of mutual interest.
  
7. To receive reports from:
  - a) **District Councillors**
    - The liaison meeting scheduled to take place on 24<sup>th</sup> February was cancelled due to unavailability of the District Councillors;
    - The next liaison meeting will be held on 24<sup>th</sup> March 2017;
  - b) **Police and any other emergency services, if present.**
  
8.  **Co-option**
  - i) To consider co-opting Mr Bernard Hall onto the Council to fill one vacancy (West Ward). Members will receive a copy of the expression of interest letter from Mr Hall prior to the vote.
  - ii) Following co-option, to receive Mr Hall's Declaration of Acceptance of Office form.

9.  **Clerk's Report**  
 i) To receive a report from Clerk (Appendix 5);  
 ii) To confirm the arrangements for the Annual Parish Meeting to be held on 20<sup>th</sup> April 2017 at 7:00pm;  
 iii) To receive an update on the 30<sup>th</sup> anniversary community engagement event to be held on 2<sup>nd</sup> April 2017;  
 iv) To consider purchasing polo shirts, full-zip fleece and baseball caps with embroidered Council logo.
10.  **Policy and Consultations**  
 To consider submitting comments to Police and Crime Commissioner on the Local Case for Change public consultation (deadline 10<sup>th</sup> May 2017) (Appendix 6.)
11.  **Village of the Year**  
 To consider entering the Village of the Year competition (Appendix 7.)
12. **Designation of Nature Reserves**  
 To note a report from Cllr Prof Schnurr regarding the designation of nature reserves statutory consultation with Maldon District Council. To note that the request to designate nature reserves includes Heybridge Lakes (to be circulated.)
13.  **Financial Matters**  
 i) To receive the schedule of payment for 16 March 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 February 2017 (to be circulated);  
 iv) To consider donation requests received:-  
 a. Maldon and District Vision Impaired Club - £100.00 (Appendix 8);  
 b. Oars and Paws Dog Show – trophy and contribution towards hiring portable toilet (previously £100) (Appendix 9.)
14.  **Reports from Committees and Working Groups**  
 i) **Events Committee**  
 a. To appoint one Member onto the Committee;  
 ii) **Environment and Resources Committee**  
 a. To appoint one Member onto the Committee.  
 iii) **Plantation Hall Extension Working Group**  
 a. To appoint Members onto the Working Group  
 iv) **Planning Committee**  
 a. To note Members of the Committee may attend forthcoming District Council Planning Committee meetings when planning applications related to properties located within the Parish are being determined.

15. **Reports from Outside Committees, Representatives and Training**  
i) To note the bus 288 passenger numbers for February 2017;  
ii) **Health Matters** – Cllr Prof Schnurr  
i. To approve a draft letter to the press regarding Health facilities within the Parish (to be circulated.)
16. **Training Requests**  
To approve any training requests received. (Members receive weekly emails outlining the various training courses available.)  
• Cllr Bishop attend Councillor Training Day 1;  
• Cllr Bishop attend Chairman’s Training Day 1,2,3
17. **Future meetings**  
i) The next meeting of the Planning Committee of the Parish Council will be held 6<sup>th</sup> April 2017 at 7.00pm.  
ii) The next meeting of the Events Committee of the Parish Council will be held on 13<sup>th</sup> April 2017 at 7.30pm.  
iii) The next meeting of the Parish Council will be held on 20<sup>th</sup> April 2017 at 7.00pm.  
iv) The next meeting of the Environment and Resources Committee will be held on 23<sup>rd</sup> March 2017 at 7.00pm.

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For information only:-

**Items for the next meeting:**

Annual Parish Meeting including presentation to Charity of the Year

Annual Report

Arrangements for public notice of unaudited annual return for 2016/2017

Town Status

**Upcoming Public Events:**

Community Engagement Event – 2<sup>nd</sup> April 2017 – 30 years of Heybridge Parish Council

Meet Your Councillors – 9<sup>th</sup> April 2017

Bingo and fish n’ chips – 29<sup>th</sup> April 2017 (joint event with Heybridge Blackwater Rotary Club)

Community Festival – Sunday 30<sup>th</sup> July 2017