



HEYBRIDGE BASIN PARISH COUNCIL

Minutes of the virtual meeting of Heybridge Basin Parish Council Daisy Meadow Car Park Committee held on Thursday 17th June 2021, at 5.00 p.m.

Present: Councillors R. Bryson, C. Edmonds and M. Hodges.

In attendance: J. Watson (Clerk).

MINUTES

1. **The Clerk to declare the meeting open.**
 - a. The Clerk opened the meeting.
2. **To receive notification from any persons present of intent to record the meeting.**
 - a. No persons present advised that they intended to record the meeting.
3. **To appoint a Chair of the Daisy Meadow Car Park Committee.**
 - a. Proposed Councillor Hodges, seconded Councillor Edmonds that Councillor Bryson be appointed Chair of the meeting. Carried unanimously.
4. **To appoint a Vice Chair of the Daisy Meadow Car Park Committee.**
 - a. Proposed Councillor Bryson, seconded Councillor Edmond that Councillor Hodges be appointed Vice Chair of the Committee. Carried unanimously.
5. **To receive apologies for absence.**
 - a. There were no apologies for absence.
6. **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.**
 - a. No persons present declared an interest.
7. **Terms of Reference**
 - a. The draft terms of reference which had still to be ratified by Council were noted.
8. **Future Projects**
 - a. Councillor Bryson reported on the progress made to date on the options available in respect of the Car Park. Meetings had been held with several potential providers of "pay and display" and the Committee was

working on obtaining up to seven quotations before making any recommendations to Council.

- b. Proposed Councillor Bryson, seconded Councillor Hodgson that Councillor Edmonds be appointed to investigate the position regarding the requirement for a Traffic Control Order in respect of the Car Park. Carried unanimously.
- c. Proposed Councillor Bryson, seconded Councillor Edmonds that Councillor Hodges draft the wording of a questionnaire to be distributed to parishioners obtaining basic information about the use by parishioners of the Car Park, this wording to be submitted to members of the Committee for approval and then submitted to the next meeting of Council for approval. Carried unanimously.
- d. The detailed email from a member of the public regarding various issues in relation to the Car Park was considered. It was noted that the Committee had considered all the points made and the Clerk was asked to thank the person for their interest and to assure them that all the issues raised would be covered in any future arrangements.
- e. It was noted that parishioners were currently suffering from anti-social behaviour in the car park in the late evening. The Clerk would make enquiries about the Maldon District Council Community Engagement Team or the Police patrolling the Car Park at appropriate times.

9. Future Meetings

- a. Proposed Councillor Bryson, seconded Councillor Edmonds that the Committee would hold meetings on second Thursday in each month. Carried unanimously.

Meeting closed at 5.57 pm

Clerk Contact details: heybridgebasinpc@gmail.com

Website: www.heybridgebasinpc.org.uk

18th June 2021