**HEYBRIDGE BASIN PARISH COUNCIL**

**To the members of Heybridge Basin Parish Council**

The public and Press are invited, and all Councillors are summoned, to attend the forthcoming **Parish Council Meeting** of Heybridge Basin Parish Council. The meeting will be held at **The Lock Tea room Basin Road, Heybridge Basin, CM9 4RS on Tuesday 10th September 2024 at 06:30pm,** to transact the following business:

**Recording of meetings**

Please note, the Council may be recording any part of this meeting held in open session. Members of the public attending the meeting with a view of speaking are deemed to be giving permission to be included in the recording.

Signed: Gemma Lake Date: 5th September 2024

Clerk to Heybridge Basin Parish Council.

**AGENDA**

1. **Chair’s Welcome.**

1. **To note apologies for absence.**
2. **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.**

*Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting.*

1. **To sign as a correct record the minutes of the full council meeting held on 19th July 2024.**
2. **To sign as a correct record the minutes of the Extraordinary meeting held on 20th August 2024.**
3. **To receive a report from:**

* **District Councillors**
* **County Councillor**

1. **Finance.**
2. To approve
3. Payment requests for August/September 2024 *(schedule to be circulated).*
4. Receipts for August/September 2024 *(schedule to be circulated).*
5. **Internal Auditor**
   1. To consider the quotes received and appoint an Internal Auditor for the year 2024/2025
6. **Public Forum (15 minutes)**

*Members of the Public will be given an opportunity to put forward their question(s) or statement to the Council. The Chair will at their discretion then decide if they are able to answer the question(s) or proposes to put the item on the agenda for the next meeting.*

1. **Planning**
2. To consider any planning applications received after the publication of the agenda and to agree the action to be taken (*applications to be circulated).*

**24/00627/HOUSE – Pilot House, 4 Maritime Avenue –** Single storey side and rear extension.

**24/00654/FULM – The Former Timber Yard –** The demolition of the existing buildings and the construction of No.13 new dwellings and associated landscaping, access, car and cycle parking, and refuse and recycling provision.

1. To consider the proposal from Cllr Hodges regarding the Section 106 agreement and agree any action to be taken.
2. To note the Neighbourhood Planning letter from Maldon District Council (MDC)
3. To review the proposed reforms to the National Planning Policy Framework (NPPF) and other changes to the planning system and respond to the consultation via SLCC (Society of Local Council Clerks)
4. **On Street Parking**
   1. To review and consider submitting the application to South Essex Parking Partnership (SEPP).
5. **Biodiversity** 
   1. To note the reports and wildflower seed information from the visit with the Essex Wildlife Trust Ranger.
   2. To consider the email regarding tree packs and agree any action to be taken.
6. **Maintenance in the village**
   1. To receive an update from Cllr Bryson regarding the Noticeboard near the Jolly Sailor and agree any action to be taken.
   2. To discuss the hedges along Basin Road and agree any action to be taken.
   3. To discuss the trees on the land outside St George’s Church and agree any action to be taken.
7. **Remembrance Sunday**
   1. To consider plans for Remembrance Sunday and agree any action to be taken.
   2. To consider the letter from the Royal British Legion and agree any action to be taken.
8. **Daisy Meadow Car Park (DMCP)**
   1. To receive an update from the Clerk regarding Square Cottage bridge and agree any action to be taken.
   2. To receive a verbal report from Cllr Sjollema regarding public toilets and agree any action to be taken.
9. **Clerk’s Report**
10. Speed Watch Volunteers
11. Budget Meeting
12. Operation London Bridge Training
13. Councillor Training
14. **Correspondence**
15. To note correspondence received and agree any actions to be taken.
16. **Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and the public be excluded, and they are instructed to withdraw.**
17. **Goal Posts and Netball Hoop**
    1. To receive a verbal report from the Clerk and agree any action to be taken.
    2. To review the draft licence agreement from Maldon District Council and agree any action to be taken.

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

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