**HEYBRIDGE BASIN PARISH COUNCIL**

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

You are hereby summoned to attend an ORDINARY MEETING of the Parish Council to be held at **Plantation Hall, Colchester Road, Maldon, CM9 4AL on Tuesday 14th December 2021 at 7:30pm,** to transact the following business:

Signed: Gemma Lake Date: 8th December 2021

Clerk to the Heybridge Basin Parish Council.

**Members of the public and Press are welcome to attend the meeting.**

**Please ensure that all mobile phones are switched to silent for the duration of the meeting.**

**AGENDA**

1. **The Chair to open the meeting**
2. **To receive notification from any person attending with the intent to record the meeting.**
3. **To receive apologies for absence.**
4. **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.**
5. **To receive a report from the District and County Councillors for the area on any matters of interest.**
6. **Correspondence from Parishioners:**
7. **Correspondence:**
8. **To sign as a correct record the minutes of the meeting held on 16th November 2021. (Appendix 1)**
9. **Finance.**
10. To approve
11. Payment requests for November/December 2021 *(schedule to be circulated).*
12. Receipts for November/December 2021 *(schedule to be circulated).*
13. **Public Space Protection Order Consultation**
14. To receive an update from Councillor Heubner and agree any action to be taken.
15. **Funding**
16. To receive an update from Councillor Sjollema about the Covid-Safe Community Buildings Fund and agree any action to be taken.
17. **Internet/Website**
18. To receive an update regarding the email domain and agree any action to be taken
19. **Land Ownership at St George’s**
20. To receive an update regarding the land ownership and agree any action to be taken.
21. **Environmental Agency**
22. To consider the recent correspondence from the Environmental Agency and agree any action to be taken.
23. **Planning Applications**
24. To consider any planning applications received after the publication of the agenda and to agree the action to be taken (*applications to be circulated).*

**TCA/MAL/21/01127** – Chelmer and Blackwater Navigation, Lock Hill – Various works to trees on the Chelmer and Blackwater Navigation over a 5 year period in accordance with submitted Tree Management Plan.

**LDE/MAL/21/01188** – Gravel Pits, Hall Road – Claim for Lawful development certificate for the existing private way.

**HOUSE/MAL/21/00948** – 7 Basin Road – Culvert remaining ditch in front of the property between driveway entrance and exit.

**HOUSE/MAL/21/01122** – The Berries & Adelante Harfred Avenue – Proposed single storey rear extension, dormers to front and rear elevations, new porch, changes to fenestrations at The Berries and erection of outbuildings with roof accommodation to the front of both The Berries and Adelante.

1. **Clerk’s Report**
2. To receive a verbal report from the Clerk about any outstanding matters and to act as required, to include:
3. St George’s Field
4. Newsletter
5. Group Councillor Training
6. Lock Hill Development Refusal
7. **To receive questions from members of the public**
8. **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.**
9. **Daisy Meadow Car Park**
10. To receive an update regarding the contract and to agree the action to be taken

Provisional Date of Next Council Meeting Tuesday 18th January 2022

Clerk Contact details: clerk@heybridgebasinpc.org.uk

Website: [www.heybridgebasinpc.org.uk](http://www.heybridgebasinpc.org.uk)