**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 **St George’s Community Room, Basin Road, Heybridge Basin, CM9 4RJ on Tuesday 14th January 2025 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: 9th January 2025

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 17th December 2024.**
2. **To receive a report from:**

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

1. **Finance.**
2. To approve
3. Payment requests for December 2024/January 2025
4. Receipts for December 2024/January 2025
5. **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).*
3. **Daisy Meadow Car Park (DMCP)**
   1. To discuss the design and costs for the car park garden at the old toilet block and agree any action to be taken.
   2. To consider a proposal for the installation of a memorial bench for former Councillor, Keith Lawson and agree any action to be taken.
4. **VE Day 2025**
   1. To receive an update from the Working Group and agree any action to be taken.
5. **Goal Posts**
   1. To discuss the goal posts and agree any action to be taken.
6. **Village Sign**
   1. To discuss the condition of the village sign wooden post and agree any action to be taken.
7. **Correspondence**
8. To note correspondence received and agree any actions to be taken.
9. **Newsletter** 
   1. To consider items to be included in the next Parish Council Newsletter and delegate articles to Councillors.

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

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