**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 14th November 2023 at 6:30pm,** 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: 8th November 2023

Clerk to Heybridge Basin Parish Council.

**AGENDA**

1. **Chair’s Welcome.**

1. **To receive and accept 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 October 2023. (Appendix 1)**
2. **To sign as a correct record the minutes of the Budget meeting held on 3rd November 2023. (Appendix 2)**
3. **To receive a report from the District and County Councillors for the area on any matters of interest.**
4. **Finance.**
5. To approve
6. Payment requests for October/November 2023 *(schedule to be circulated).*
7. Receipts for October/November 2023 *(schedule to be circulated).*
8. To draft the Budget and consider setting the precept for 2024/2025.
9. **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 Applications**
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. **Pedestrian Sign St Georges**
   1. To receive an update from Cllr Hodges and agree any action to be taken.
4. **Turning Post**
   1. To discuss the turning post and agree any action to be taken.
5. **Streetscape Design**
   1. To receive a report from Cllr Howat and agree any action to be taken.
6. **Village Design Statement (VDS)**
   1. To receive an update from the Working Group.
7. **On-Street Parking**
   1. To receive an update from the Working Group and agree any action to be taken.
8. **Daisy Meadow Car Park (DMCP)** 
   1. To receive an update from the Working Group and agree any action to be taken.
9. **Community Speed Watch**
   1. To receive an update from the Working Group and agree any action to be taken.
10. **Clerk’s Report**
    1. Bicycle
    2. CiLCA
    3. Tesco Stronger Starts Results
    4. Interim Audit
    5. Hedges along Basin Road
11. **Correspondence**
12. To note correspondence received and any actions to be taken.
13. **Local Issues**
14. To note any items of inclusion on the agenda for the next meeting of the Parish Council.
15. **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.**
16. **National Pay Award**
    1. To receive and note the settlement of the National Pay Award for 2023/2024.
    2. To agree that the back-dated National Pay Award for 2023/2024 be paid to the Clerk from 1st April 2023 within December pay roll.
17. **DMCP**
    1. To discuss the management of the car park and agree any action to be taken.

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