**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 17th January 2023 at 7:00pm,** 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: 11th January 2023

Clerk to the Heybridge Basin Parish Council.

**AGENDA**

1. **Chairman’s Welcome**
2. **To receive and approve apologies for absence.**
3. **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.**
4. **To sign as a correct record the minutes of the extraordinary meeting held on 6th December 2022. (Appendix 1)**
5. **Finance**
6. To note the transfer of funds into the Instant Access Savings Account.
7. To approve
8. Payment requests for December 2022/January 2023 *(schedule to be circulated).*
9. Receipts for December 2022/ January 2023 *(schedule to be circulated).*
10. Accounts for the nine months to 31st December 2022 *(documents to be circulated).*
11. To consider the renewal of the PO Box Address and agree any action to be taken.
12. **To receive a report from the District and County Councillors for the area on any matters of interest.**
13. **Streetlights**
    1. To consider changing the bulbs in the streetlights to LED bulbs and agree any action to be taken.
14. **Public Participation (15 minutes)**

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

1. **Funding**
   1. To receive an update from the Clerk regarding the football goalposts and agree any action to be taken.
   2. To receive an update from Cllr Heubner regarding the replacement of the basketball hoops in St George’s Field and agree any action to be taken.
2. **Heybay Vessel**
   1. To receive an update from Cllr Heubner and agree any action to be taken.
3. **DMCP**
4. To review the draft planning application for the removal and replacement of the leylandii in the access road and agree any action to be taken.
5. To consider the quotes received for works to the overgrown bushes and shrubbery at the back of the car park and agree any action to be taken.
6. To consider the quotes received for work to the overgrown bushes over the ditch in the car park and agree any action to be taken.
7. To review the Plastic Bottle Recycling container service and agree any action to be taken.
8. **On Street Parking** 
   1. To receive an update from the On-Street Parking Working Group and agree any action to be taken.
   2. To consider members of the Council joining the ‘20’s Plenty for Essex campaign’ and agree any action to be taken.
9. **Planning Applications**
10. To consider any planning applications received after the publication of the agenda and to agree the action to be taken (*applications to be circulated)*
11. **Clerk’s Report**

To receive a verbal report from the Clerk and to take action as required, to include:

1. Meeting Dates
2. The Kings Coronation
3. Clerk’s use of DMCP
4. **Council Meeting Venue**
   1. To consider the venue for future meeting dates and agree any action to be taken.
5. **Correspondence**
6. To note any correspondence received and agree any actions to be taken.
7. **Newsletter**
   1. To consider items to be included in the next Parish Council Newsletter and agree any action to be taken.
8. **Local Issues**
9. To note any items of inclusion on the agenda for the next meeting of the Parish Council.

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

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