**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 21st June 2022 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: 15th June 2022

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 council meeting held on 17th May 2022. (Appendix 1)**
5. **To sign as a correct record the minutes of the full council meeting held on 24th May 2022. (Appendix 2)**
6. **Finance.**
7. To approve
8. Payment requests for May/June 2022 *(schedule to be circulated).*
9. Receipts for May/June 2022 *(schedule to be circulated).*
10. To discuss the current Budget set for 2022/2023 and agree any action to be taken.
11. **To receive a report from the District and County Councillors for the area on any matters of interest.**
12. **Public Participation (5 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. **Policies and Procedures**
2. To consider the need for any additional policies and agree any action to be taken.
3. **Chair Training**
4. To consider training for the Chair of the Council and agree any action to be taken.
5. **Repainting of the village sign**
6. To discuss the repainting of the village sign and agree any action to be taken.
7. **Bin near sea wall**
8. To discuss the bins near the sea wall 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).*

**22/00613/FUL** – Boat Building Yard, Lock Hill - Demolition of existing buildings and construction of 4no. 2-bed residential dwellings with associated hard and soft landscaping works

1. To note

**FUL/MAL/22/00625** – The Jolly Sailor Public House - Proposed removal of an existing window and a section of existing outer wall to the rear of the existing Public House and the installation of new timber framed sliding folding doors.

1. **Clerk’s Report**
2. On street parking and movement within the village
3. Essex Highways Parking Sign in village
4. Local Highways Plan
5. United Reformed Church
6. Telephone Box
7. CILCA
8. Clerk’s use of DMCP
9. **Ground’s maintenance**
10. To receive an update from the Clerk and agree any action to be taken.
11. **.gov Website and Emails**
12. To receive an update from the Clerk and agree any action to be taken.
13. **DMCP**
14. To receive an update from the Task and Finish Group and agree any action to be taken.
15. To consider the Specification of requirements for the white lining of the car park and agree any action to be taken.
16. To receive an update from the Clerk for the cost of lining the car park and agree any action to be taken.
17. To receive an update from the Clerk regarding the previously considered quotes for works to the Conifers in the access road and agree any action to be taken.
18. To receive an update from Councillor Sjollema regarding the Recycling containers and agree any action to be taken.
19. **The Queen’s Jubilee Celebrations**
20. To receive an update from the Task & Finish Group and agree any action to be taken.
21. **Correspondence**
22. To note correspondence received and any actions to be taken.
23. **Local Issues**
24. To note any items of inclusion on the agenda for the next meeting of the Parish Council.
25. **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.**
26. **DMCP**
27. To receive an update from the Clerk regarding the Sea Change Sailing Trust request and agree any action to be taken.
28. To review the current agreement with the Tea Room and agree any action to be taken.

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

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