**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 **St George’s Church, Basin Road, Heybridge Basin, CM9 4RJ on Tuesday 22nd February 2022 at 7:30pm,** to transact the following business:

Signed: Gemma Lake Date: 15th February 2022

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 elect The Chair of Heybridge Basin Parish Council for the remainder of the 2021/2022 term of office.**
3. **To receive notification from any person attending with the intent to record the meeting.**
4. **To receive apologies for absence.**
5. **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.**
6. **To receive a report from the District and County Councillors for the area on any matters of interest.**
7. **Correspondence:**
8. Email RE: Overgrown Hedges Basin Road
9. Email RE: Maldon & Heybridge Heritage Harbour Association
10. Email RE: Environmental Agency
11. **To sign as a correct record the minutes of the meeting held on 18th January 2022. (Appendix 1)**
12. **To sign as a correct record the minutes of the extraordinary meeting held on 1st February 2022. (Appendix 2)**
13. **Finance.**
14. To approve
15. Payment requests for January 2022/February 2022 *(schedule to be circulated).*
16. Receipts for January 2022/February 2022 *(schedule to be circulated).*
17. **MDC Local Development Plan**
18. To receive an update from the task and finish group and agree any action to be taken.
19. **Mirrors on Basin Road**
20. To receive an update regarding the application to the LHP for Mirrors on Basin Road and agree any action to be taken.
21. **Annual Document Review**
22. To consider forming a Task and Finish Group(s) to review the following documents:

* Standing Orders
* Financial Regulations
* Code of Conduct
* Data Protection Policy
* Press and Media Policy
* Risk Assessment

1. **The Queen’s Jubilee Celebrations Thursday 2nd June 2022 – Sunday 5th June 2022**
2. To consider which style of beacon to purchase and agree any action to be taken.
3. To consider forming a Task and Finish Group to consider plans for The Queen’s Jubilee Celebrations.
4. **Exercise Equipment**
5. To discuss the potential of funding of an outdoor gym area at St George’s Field and agree any action to be taken.
6. **Street Light Maintenance**
7. To discuss the tender process and agree any action to be taken.
8. **Land Ownership at St George’s**
9. To receive an update regarding the land ownership and agree any action to be taken.
10. **Planning Applications**
11. To consider any planning applications received after the publication of the agenda and to agree the action to be taken (*applications to be circulated).*
12. **Clerk’s Report**
13. To receive a verbal report from the Clerk about any outstanding matters and to take action as required, to include:
14. ECC Locality Fund
15. Goal Posts on St George’s Field
16. SLCC
17. Cllr Group Training
18. St George’s Church funding
19. **DMCP Resident’s Parking**
20. To discuss residents parking within DMCP (*Public Participation – 15 Minutes)*
21. **To receive questions from members of the public**
22. To receive questions from members of the public regarding any other item on the Agenda. (*5 Minutes)*
23. **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.**
24. **Daisy Meadow Car Park**
25. To receive an update from the Clerk and consider any actions to be taken.
26. To receive an update regarding the Contract and to agree the action to be taken
27. To discuss residents parking within DMCP and agree any action to be taken.
28. To discuss a letter received from Tiptree Tea Rooms and agree any action to be taken.
29. To discuss DMCP Committee and agree any action to be taken.

Provisional Date of Next Council Meeting Tuesday 15th March 2022

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

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