**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 6th December 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: 30th November 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 full council meeting held on 11th October 2022. (Appendix 1)**
5. **To sign as a correct record the minutes of the full council meeting held on 1st November 2022. (Appendix 2)**
6. **To sign as a correct record the minutes of the extraordinary meeting held on 9th November 2022. (Appendix 3)**
7. **Finance.**
8. To approve
9. Payment requests for November/December 2022 *(schedule to be circulated).*
10. Receipts for November/December 2022 *(schedule to be circulated).*
11. To note the opening of the Instant Access Savings Account.
12. To receive an update from the Clerk regarding the Budget for 2023/2024 and agree any action to be taken.
13. **Council Meeting Venue**
	1. To consider a proposal from Cllr Bryson and agree any action to be taken.
14. **Internal Auditor**
	1. To receive an update from the Clerk and agree any action to be taken.
15. **Freedom of Information Policy**
	1. To receive an update from the Clerk and agree any action to be taken.
16. **To receive a report from the District and County Councillors for the area on any matters of interest.**
17. **Green Gym**
	1. To receive an update from the Clerk and agree any action to be taken.
18. **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. **Bus Shelter**
	1. To discuss the outside appearance of the Bus Shelter and agree any action to be taken.
	2. To receive an update from the Clerk regarding the bench near the bus shelter and agree any action to be taken.
	3. To consider replacement bench options and agree any action to be taken.
	4. To consider a proposal from Cllr Sjollema regarding the area of land adjacent to the bus shelter and agree any action to be taken.
2. **Land Adjacent St George’s Church**
	1. To receive an update from the Clerk and agree any action to be taken.
3. **Funding**
	1. To receive an update from Cllr Heubner regarding the replacement of the goalposts in St George’s Field and agree any action to be taken.
	2. To receive an update from Cllr Hodges regarding the potential installation of WI-FI and air con in St George’s Community room and agree any action to be taken.
4. **Heybay Vessel**
	1. To consider a proposal from Cllr Heubner and agree any action to be taken.
5. **DMCP**
6. To receive an update from the Task and Finish Group and agree any action to be taken.
7. **On Street Parking**
	1. To receive an update from Cllr Hodges and agree any action to be taken.
8. **Planning Applications**
9. To consider any planning applications received after the publication of the agenda and to agree the action to be taken (*applications to be circulated)*

**22/00878/FUL –** Land at Tideways 9 Basin Road - New detached dwelling on land adjacent to No.9 Basin Road. Culverting of existing ditch full width of site.

1. **Clerk’s Report**

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

1. Remembrance Day
2. Bus Shelter
3. United Reformed Church
4. Clerk’s use of DMCP
5. **Correspondence**
6. To note any correspondence received and agree any actions to be taken.
7. **Local Issues**
8. To note any items of inclusion on the agenda for the next meeting of the Parish Council.
9. **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.**
10. **DMCP**
	1. To receive a verbal report from the Clerk and agree any action to be taken.

Clerk Contact details: clerk@heybridgebasinpc.org.uk

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