**HEYBRIDGE BASIN PARISH COUNCIL**

**NOTICE IS HEREBY GIVEN** that the next meeting of the Heybridge Basin Parish Council will take place on 10th December 2020 commencing at 4.30 pm.

Due to current Covid-19 restrictions this will be a virtual meeting. The meeting is open to the press and members of the public. Details as to how to join the meeting can be obtained by e-mailing the Clerk on the morning of 9th December 2020.

**ALL MEMBERS of the COUNCIL ARE HEREBY SUMMONSED** to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Signed: Date: 3rd December 2020

John Watson.

Clerk to the Heybridge Basin Parish Council.

**AGENDA**

1. **The Chair to declare the meeting open.**
2. **To receive notification from any persons present of intent to record the meeting.**
3. **Chair’s announcements.**
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. **The meeting will stand adjourned.**
7. **To consider letters and emails received from Parishioners of Heybridge Basin.**
8. **To receive a report from the District and County Councillors for the area on any matters of interest.**
9. **The Chair will reconvene the meeting.**
10. **To sign as a correct record the minutes of the Full Council meeting held on 24th November 2020** *(copy circulated previously).*
11. **Finance.**
12. To approve
13. Payment requests for November/December 2020 *(schedule to be circulated).*
14. Receipts for November/December 2020 *(schedule to be circulated).*
15. **Village Amenities Working Party.**
16. To receive a report from the Chair of the Village Amenities Working Party and to agree any action to be taken as necessary.
17. **Budget 2021-22.**
18. To approve the Parish Council budget for the 2021-22 financial year *(papers to be circulated).*
19. To agree the Precept for 2021-22*.*
20. **Precept 2021-22**
21. To authorise the Clerk to complete the appropriate demand on Maldon District Council in respect of the Parish Council Precept requirements.
22. **Planning.**
23. To consider any planning applications received after the publication of the agenda and to agree the action to be taken *(applications to be circulated)*.
24. **Keep Britain Tidy Banner**
25. To receive a report from Councillor Sjollema on contributing towards “Keep Britain Tidy Banner” and to agree the action to be taken.
26. **Clerk’s Report.**
27. To receive a report from the Clerk about any outstanding matters and to take action as required, to include,
28. Bank Mandate
29. Disaster Recovery
30. Transfer of Land.
31. Communication with Parishioners

Letters and emails from Parishioners for discussion at the meeting will be welcomed.

Next Council Meeting 5th January 2021

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

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