**HEYBRIDGE BASIN PARISH COUNCIL**

**NOTICE IS HEREBY GIVEN** that the next meeting of the Heybridge Basin Parish Council will take place on 1st September 2020 commencing at 3.00 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 1st September 2020. The press and members of the public will only be able to listen to the proceedings.

**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: 25th August 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. **To receive apologies for absence.**
4. **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.**
5. **The meeting will stand adjourned.**
6. **To consider letters and emails received from Parishioners of Heybridge Basin.**
7. **To receive a report from the District and County Councillors for the area on any matters of interest.**
8. **The Chair will reconvene the meeting**
9. **To sign as a correct record the minutes of the Full Council meeting held on 4th August, 2020** *(circulated previously).*
10. **To Ratify following decisions made by e-mail**
11. Adoption of Data Protection Policy *(copy circulated previously)*.
12. Employment of Part Time Litter Picker
13. **Finance**
14. To approve
15. Payment requests for August 2020 *(schedule to be circulated).*
16. Receipts for August 2020 *(schedule to be circulated).*
17. **Asset Register**
18. To approve the updated Asset Register *(copy to be circulated).*
19. **Code of Conduct**
20. To approve the Council’s Code of Conduct *(copy circulated previously).*
21. **Planning**
22. To note the approval given by Maldon District Council to planning application **HOUSE/MAL/20/00566** in respect of 30 Basin Road, Heybridge Basin *(details circulated previously).*
23. To note the approval given by Maldon District Council to planning application **FUL/MAL/20/00423** in respect of 109 Basin Road, Heybridge Basin *(details circulated previously)*
24. To note the approval given by Maldon District Council to planning application **FUL/MAL/20/00487** in respect of the Jolly Sailor Public House, Heybridge Basin *(details circulated previously).*
25. To consider planning application **LDP/MAL/20/00753** in respect of 27 The Collier, Heybridge Basin and to agree the action (if any) to be taken *(details circulated previously).*
26. To consider planning application **20/00823/HOUSE PP-08971244** in respect of “Adelante”, Harfred Avenue, Heybridge Basin and to agree the action (if any) to be taken *(details circulated previously)*.
27. To consider any other planning applications and agree the action (if any) to be taken.
28. **Toilet Facilities in the Basin**
29. To receive a report from the Chair regarding the provision of toilet facilities in the basin.
30. **Lock Hill**
31. To receive a report from Councillor Sjollema regarding the proposed Lock Hill Development.
32. **Village Amenities Working Party**
33. To agree the Terms of Reference in respect of the Village Amenities Working Party *(document to be circulated).*
34. **Communications with Parishioners**
35. To receive a report from Councillor Sjolleme regarding the distribution of the August edition of the Parish Newsletter
36. To receive a report from the Clerk regarding providing copy for local free magazines (Maldon and Heybridge Life Magazine, Proposed local joint guide, Mersea Island Guide).
37. **Community Engagement Team**
38. To receive a report from Nicola Syder, Community Engagement Co-ordinator at Maldon District Council.
39. **Remembrance Day Arrangements**
40. To receive an update from Councillor Edwards regarding Remembrance Day Arrangements in Heybridge and to agree the action, if any, to be taken.
41. **Clerk’s Report**
42. To receive a report from the Clerk about any outstanding matters and to take action as required to include,
43. Locality Funding
44. Recycling Bins in Daisy Meadow Car Park.
45. Amendment to the signage in Daisy Meadow Car Park.
46. Employment of Part Time Litter Picker.
47. Transfer of Land
48. Power Supply to Parish Council Street Lights

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

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

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

24th August 2020