**HEYBRIDGE BASIN PARISH COUNCIL**

**NOTICE IS HEREBY GIVEN** that the next meeting of the Heybridge Basin Parish Council will take place on 24th November 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 3rd November 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: 17th November 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 3rd November 2020** *(copy circulated previously).*
11. **Finance.**
12. To approve
13. Payment requests for October/November 2020 *(schedule to be circulated).*
14. Receipts for October/November 2020 *(schedule to be circulated).*
15. **Regional Flood and Coastal Committee**
16. To consider the request from the Anglian (Eastern) Regional Flood and Coastal Committee regarding completing their survey and to agree the action to be taken.
17. **Risk Management.**
18. To consider and approve the Council’s Risk Management review for 2020 – 2021 *(copy to be circulated).*
19. **Planning.**
20. To consider the proposal that review of Planning Applications that can’t be discussed in Council Meeting due to time restraints be delegated to two Councillors and to agree the action to be taken.
21. 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. **Traffic Control**
23. To consider Traffic Control measures in Heybridge Basin and to agree the action to be taken.
24. **Daisy Meadow Car Park**
25. To consider the proposal that the Clerk commence investigating the income options for the Daisy Meadow Car Park and to agree the action to be taken.
26. To consider the options for providing toilet facilities in the Daisy Meadow Car Park and to agree the action to be taken.
27. **Village Amenities Working Party.**
28. To receive a report from the Village Amenities Working Party and to agree the action to be taken.
29. **Community Engagement Team.**
30. To consider the Community Engagement Team report for the month of October.
31. To receive a report from the Clerk regarding the utilisation of the Community Engagement Team during the winter months and to agree the action (if any) to be taken.
32. **Community Litter Picking**
33. To receive an update from Councillor Sjollema on community litter picking and to agree the action (if any) to be taken.
34. **December Meeting**
35. To consider the proposal that the Council hold an extra meeting in December to discuss the budget and to agree the date of that meeting.
36. **Clerk’s Report.**
37. To receive a report from the Clerk about any outstanding matters and to take action as required, to include,
38. Locality Funding.
39. Bank Mandate
40. Disaster Recovery
41. Recycling Bins in Daisy Meadow Car Park.
42. Transfer of Land.
43. Communication with Parishioners

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

Next Council Meeting 5th January 2021

Budget Meeting to be arranged for December 2020.

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