**HEYBRIDGE BASIN PARISH COUNCIL**

Minutes of a meeting of Heybridge Basin Parish Council held on Tuesday 14th December 2021 at 7.30pm

Present – Cllrs J. Sjollema (Vice Chair), R. Bryson, M. Hodges, L. Schnurr, C. Edmond and B. Heubner

Also present – G. Lake – Clerk

1. **The Chair to open the meeting**

Cllr Sjollema opened the meeting.

1. **To receive notification from any persons present of intent to record the meeting.**

The Clerk advised the meeting would be recorded.

1. **To receive apologies for absence.**

Apologies received from Cllrs K. Lawson, A. Beale and M. Durham.

**Apologies were approved.**

1. **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.**

Declarations received from Cllr Bryson – Non-Pecuniary DMCP and Cllr Edmond – Essex Waterways

1. **To receive a report from the District and County Councillors for the area on any matters of interest.**

No reports were received.

1. **Correspondence from Parishioners:**

The Clerk updated members an email had been received regarding a bridge past the BBQ area near the boat yard in the village that was hazardous in the wet weather. The Clerk confirmed Essex Waterways were aware of the situation and would deal with it accordingly.

1. **Correspondence:**

No correspondence received.

1. **To sign as a correct record the minutes of the meeting held on 16th November 2021. (Appendix 1)**

**It was resolved to approve the minutes as amended.**

Item 19 to read **‘**A member of the public on behalf of the Regatta Committee questioned if the Council had any local projects within the village that some of the profits from the Regatta could be considered for.’

1. **Finance.**
2. To approve
3. Payment requests for November/December 2021
4. Receipts for November/December 2021

**The Payments as previously circulated were approved. There were no receipts.**

1. **Public Space Protection Order Consultation**
	1. To receive an update from Councillor Heubner and agree any action to be taken.

There was no update to be received.

1. **Funding**
2. To receive an update from Councillor Sjollema about the Covid-Safe Community Buildings Fund and agree any action to be taken.

Clerk advised that the deadline for this funding was 31st December 2021. Cllr Sjollema and Clerk suggested some touch free lights for the outside of St George’s Church. **It was resolved that Clerk would look into the costings and make an application.**

1. **Internet/Website**
2. To receive an update regarding the email domain and agree any action to be taken.

Cllr Schnurr advised that there is a .gov domain allocated to the Council. Cllr Schnurr recommended that both the website and email go live together. **It was resolved that a new website would be created and would go live at the same time as the new email addresses. It was resolved that Clerk would continue to manage the website and transfer all documents across.**

1. **Land Ownership at St George’s**
2. To receive an update regarding the land ownership and agree any action to be taken.

**It was resolved that Cllr Heubner would investigate the land ownership and send the details over to the Clerk.**

1. **Environmental Agency**
2. To consider the recent correspondence from the Environmental Agency and agree any action to be taken.

Clerk advised that an email had been received from a resident regarding recent flooding in Basin Road. Clerk advised that the response from the EA resolved that the village was not a high priority. Cllr Bryson contacted Cllr Durham regarding the issues, Clerk forwarded all correspondence and pictures to Cllr Durham, who will now raise this with ECC. **It was resolved that Clerk would contact our local MP.**

1. **Planning Applications**
2. To consider any planning applications received after the publication of the agenda and to agree the action to be taken (*applications to be circulated).*

**TCA/MAL/21/01127** – Chelmer and Blackwater Navigation, Lock Hill – Various works to trees on the Chelmer and Blackwater Navigation over a 5 year period in accordance with submitted Tree Management Plan **There were no objections to this application. Cllr Edmond abstained from voting.**

**LDE/MAL/21/01188** – Gravel Pits, Hall Road – Claim for Lawful development certificate for the existing private way - **The Parish Council stand by their previous comments and recommends that this application be refused as the materials used are out of keeping and visually intrusive to the sensitive environment of the lakes.**

**HOUSE/MAL/21/00948** – 7 Basin Road – Culvert remaining ditch in front of the property between driveway entrance and exit - **We recommend the granting of planning permission with the condition that the Environmental Agency are contacted to ensure the correct pipe is fitted.**

**HOUSE/MAL/21/01122** – The Berries & Adelante Harfred Avenue – Proposed single storey rear extension, dormers to front and rear elevations, new porch, changes to fenestrations at The Berries and erection of outbuildings with roof accommodation to the front of both The Berries and Adelante – **We continue to maintain and support the objections of the residents. The proposal represents over development and is out of keeping with other houses in the avenue, and contrary to the Heybridge Basin Village Design Statement paragraph 4.21 page 18, we therefore recommend this application be refused.**

1. **Clerk’s Report**
2. To receive a verbal report from the Clerk about any outstanding matters and to act as required, to include:
3. St George’s Field – Clerk advised an email had been received from MDC explaining that they would be willing to halve the cost of the goal posts with the Council. The Council agreed that it would be a pity to lose the goal posts. **It was resolved that the Council are happy to pay towards the goal posts. It was resolved that Cllr Heubner would speak to MDC regarding costs and liaise with the Clerk.**
4. Newsletter – The Clerk advised the DRAFT newsletter would be circulated to members for approval and once approved would be printed.
5. Group Councillor Training – Clerk advised that no dates had been given by EALC and members would be updated accordingly.
6. Lock Hill Development Refusal – With regards to the Lock Hill Development Refusal, members were asked to note Cllr Lawson would give an update at the next meeting of the parish council due to be held on Tuesday 18th January 2022.
7. ECC Locality Fund – Cllr Heubner informed the Council that there were still some funds available and that the Council could apply for the Notice Board as previously discussed. **It was resolved that Clerk would send over the details to Cllr Heubner who would speak to Cllr Durham at ECC.**
8. LHP Forms – Clerk advised that application forms would be completed the next day with Cllr Edwards.
9. The Queen’s Platinum Jubilee – Clerk had circulated an email regarding the lottery Jubilee funding. **It was resolved that Clerk would look into the funding for the Council to purchase a beacon to celebrate the Queen’s platinum Jubilee.**
10. **To receive questions from members of the public**

There were no members of public present.

1. **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.**
2. **Daisy Meadow Car Park**
3. To receive an update regarding the Contract and to agree the action to be taken

On behalf of the Council, Cllr Bryson thanked Bright & Sons for their hard work reviewing the Contract. **It was Resolved Cllr Hodges and Cllr Bryson would amend the Contract and the Clerk would circulate to all members for approval.** **It was also resolved the Clerk would send the approved Contact to Smart Parking.**

There being no further business the meeting closed at 9:05pm

Provisional Date of Next Council Meeting Tuesday 18th January 2022

Clerk Contact details: clerk@heybridgebasinpc.org.uk

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