**HEYBRIDGE BASIN PARISH COUNCIL**

**Minutes** of the virtual meeting of Heybridge Basin Parish Council held on Thursday 10th December 2020, at 4.30 p.m.

Present: Councillors M. Edwards (Chair), Anne Beale, Keith Lawson and J. Sjollema (Vice Chair).

In attendance: J. Watson (Clerk).

**MINUTES**

1. **The Chair to declare the meeting open.**
2. The Chair declared the meeting open.
3. **To receive notification from any persons present of intent to record the meeting.**
4. The Clerk notified the meeting that he would be recording the proceedings.
5. **Chair’s announcements.**
6. The Chair welcomed Councillors and members of the public to the meeting.
7. This virtual meeting is held under new regulations which came into

effect on the 4th April in response to the COVID-19 situation.

1. Reminded people attending the meeting that they agreed that they accepted the meeting would be recorded.
2. **To receive apologies for absence.**
3. Apologies for absence were received from County Councillor Durham.
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. There were no Declarations of Interest.
6. **The meeting will stand adjourned.**
7. The meeting stood adjourned.
8. **To consider letters and emails received from Parishioners of Heybridge Basin.**
9. No letters or emails had been received from Parishioners of Heybridge Basin.
10. **To receive a report from the District and County Councillors for the area on any matters of interest.**
11. Parish Councillors Edwards and Beale are also District Councillors but had nothing to report.
12. **The Chair will reconvene the meeting.**
13. The Chair reconvened the meeting.
14. **To sign as a correct record the minutes of the Full Council meeting held on 24th November 2020.**
15. Proposed Councillor Beale, seconded Councillor Edwards that the minutes of the Full Council Meeting held on 24th November 2020 be signed as a correct record.
16. **Finance.**
17. Proposed Councillor Sjollema, seconded Councillor Lawson that the payment requests for November/December be approved. Carried unanimously.
18. There were no receipts for November/December 2020.
19. **Village Amenities Working Party.**
20. Lew Schnurr, Chair of the Working Party, reported that the first meeting had been very positive. The Working Party were identifying future projects and were also identifying those village organisations who should be contacted regarding the future requirements of the Parish Council.
21. **Budget 2021-22.**
22. The Parish Council budget for the 2021-22 financial year which had been circulated prior to the meeting was discussed in detail. Proposed Councillor Edwards, seconded Councillor Lawson that the revised anticipated expenditure was agreed at £34,580. Carried unanimously.
23. Proposed Councillor Edwards, seconded Councillor Sjollema that the Precept for 2021-22 be agreed at £34,000*.*
24. **Precept 2021-22**
25. Proposed Councillor Edwards, seconded Councillor Lawson that the Clerk be authorised to complete the appropriate demand on Maldon District Council in respect of the Parish Council Precept requirements.
26. **Planning.**
27. No Planning Applications had been received.
28. **Keep Britain Tidy Banner**
29. Councillor Sjollema gave a brief report on contributing towards a “Keep Britain Tidy” Banner. It was agreed to carry this item forward to the next meeting.
30. **Clerk’s Report.**
31. To receive a report from the Clerk about any outstanding matters and to take action as required, to include,
32. Bank Mandate – Unfortunately, when the Mandate had been updated with the addition of Councillors Beale and Lawson, the levels of authorisation had been changed. The Clerk was in communication with Unity Bank to rectify this.
33. Disaster Recovery – A meeting would be arranged with Maldon District Council.
34. Transfer of Land – There was nothing to report on this matter.
35. Communication with Parishioners - The Clerk would be issuing the next newsletter before Christmas.

Meeting closed 17.55 hrs

Next Council Meeting 5th January 2021

Issued 15th December 2020

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