**HEYBRIDGE BASIN PARISH COUNCIL**

Minutes of a Full Council meeting of Heybridge Basin Parish Council held on Tuesday 17th January 2023 at 7.00pm

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

Also present – G. Lake – Clerk, and 1 Member of public.

**Recording of meetings**

Please note, the Council may be recording any part of this meeting held in open session. Members of the public attending the meeting with a view of speaking are deemed to be giving permission to be included in the recording.

**22/176 Chairman’s Welcome**

The Chair opened the meeting and welcomed members of public.

**22/177 To receive apologies for absence.**

Apologies from Cllrs Howat and Schnurr were approved.

**22/178 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.**

Cllr Edmond – Non-Pecuniary – Essex Waterways.

**22/179 To sign as a correct record the minutes of the full council meeting held on 6th December 2022.**

 **The Minutes as previously circulated were agreed as a correct record.**

**22/180 Finance**

1. To note the transfer of funds into the Instant Access Savings Account.

Members noted that a total of £38,563.56 had been transferred from the DMCP Account into the Instant Access Savings Account, and that the DMCP Account will have £15,000 in it at all times with the surplus being transferred regularly. This will show on the monthly payment receipts.

1. To approve
2. Payment requests for December 2022/January 2023.

 **The Payments as previously circulated were approved.**

1. Receipts for December 2022/ January 2023.
2. **The receipts as previously circulated were approved.**
3. Accounts for the nine months to 31st December 2022*.*

**The Accounts as previously circulated were approved.**

1. To consider the renewal of the PO Box Address and agree any action to be taken.

**It was resolved for the Council to renew the PO Box Address.**

**22/181 To receive a report from the District and County Councillors for the area on any matters of interest.**

A verbal report was received from Cllr Heubner.

**22/182 Streetlights**

* 1. To consider changing the bulbs in the streetlights to LED bulbs and agree any action to be taken.

**It was resolved to change the bulbs individually when they are needed to be done.**

**22/183 Public Participation (15 minutes)**

Members of the Public will be given an opportunity to put forward their question(s) or statement to the Council. The Chairman will at his discretion then decide if he is able to answer the question(s) or proposes to put the item on the agenda for the next meeting.

The MOP mentioned that there still had not been a decision made on the planning application from last month.

**22/184 Funding**

1. To receive an update from the Clerk regarding the football goalposts and agree any action to be taken.

Clerk informed members that the Costs of the goalposts had increased to £988.35+VAT (£1,186.02). **It was resolved to continue with the goalposts regardless of cost and to send the invoice to the FA to receive the funding.**

1. To receive an update from Cllr Heubner regarding the replacement of the basketball hoops in St George’s Field and agree any action to be taken.

**It was resolved for Cllr Heubner to apply for the Tesco Community Grant Funding.**

**22/185 Heybay Vessel**

* 1. To receive an update from Cllr Heubner and agree any action to be taken.

There was no update.

**22/186 DMCP**

1. To review the draft planning application for the removal and replacement of the leylandii in the access road and agree any action to be taken.

**The draft planning application was agreed, and it was resolved for the Clerk to submit the application to MDC.**

1. To consider the quotes received for works to the overgrown bushes and shrubbery at the back of the car park and agree any action to be taken.

Members considered quotes for both sets of work together as the companies provided quotes for both.

**It was resolved to accept the quotes from HRS Marine Services.**

1. To consider the quotes received for work to the overgrown bushes over the ditch in the car park and agree any action to be taken.

This item was discussed as above.

1. To review the Plastic Bottle Recycling container service and agree any action to be taken.

**It was resolved to reduce the frequency of the emptying of the container to fortnightly and to continue to monitor the usage of the container.**

**22/187 On Street Parking**

1. To receive an update from the On-Street Parking Working Group and agree any action to be taken.

A written report had previously been circulated to members outlining the WG’s meeting discussions as well as their recommendations.

**It was resolved to proceed with the 4 recommendations to the existing set of on-street car parking regulations in the parish**

**It was resolved for the WG to organise a village meeting prior to the next Council meeting in February.**

**It was resolved for the Clerk to contact SEPP regarding current and future parking re-enforcement within the village.**

It was agreed to add St George’s Close Pedestrian Signs on to the next Agenda.

1. To consider members of the Council joining the ‘20’s Plenty for Essex campaign’ and agree any action to be taken.

**It was resolved for the Council to join the ‘20’s Plenty for Essex campaign’ and for Cllr Heubner to be the main representative.**

**22/188 Planning Applications**

1. To consider any planning applications received after the publication of the agenda and to agree the action to be taken.

There were no planning applications.

**22/189 Clerk’s Report**

To receive a verbal report from the Clerk and to take action as required, to include:

1. Meeting Dates

Due to elections, the May meeting date needed to be changed, as well as other dates.

**New meeting dates were agreed and will be published on the PC website.**

1. The Kings Coronation

The Clerk gave a verbal report regarding the Purdah Period which is due to commence Wednesday 22nd March 2023 and the restrictions placed on the Council during this time. **It was resolved that the Council would not be hosting an event to celebrate The King’s Coronation in May.**

1. Clerk’s use of DMCP

Clerk had not used the car park recently.

**22/190 Council Meeting Venue**

* 1. To consider the venue for future meeting dates and agree any action to be taken.

**It was resolved that the Council would hold future meetings at The Lock Tearoom, and the Clerk would liaise with the Tearoom to organise.**

**22/191 Correspondence**

1. To note any correspondence received and agree any actions to be taken.

**Correspondence was noted with responses agreed.**

**Members resolved to extend the meeting until close of business.**

**22/192 Newsletter**

1. To consider items to be included in the next Parish Council Newsletter and agree any action to be taken.
* Elections – Voter ID and encouragement for parishioners to run.
* Goalposts
* DMCP Projects/ Revenue
* Bus Shelter
* Precept
* Village meeting

**22/193 Local Issues**

1. To note any items of inclusion on the agenda for the next meeting of the Parish Council.
* Follow up from the DMCP WG meeting with SP.
* Follow up from the On-Street WG Village meeting.

There being no further business the meeting closed at 09:04pm

Provisional Date of the next Council Meeting: Tuesday 28th February 2023

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