**HEYBRIDGE BASIN PARISH COUNCIL**

Minutes of a Full Council meeting of Heybridge Basin Parish Council held on Tuesday 28th February 2023 at 7.00pm

Present – Cllrs J. Sjollema (Chair), C. Edmond (Vice Chair), R. Bryson, M. Hodges, G. Howat 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.

**22/194 Chairman’s Welcome**

The Chair opened the meeting and welcomed members of public.

**22/195 To receive apologies for absence.**

Apologies from Cllr Schnurr were approved.

**22/196 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, Cllr Howat – Non-Pecuniary – HBCSA

**22/197 To sign as a correct record the minutes of the full council meeting held on 17th January 2023.**

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

**22/198 Finance**

1. To approve
2. Payment requests for January/February 2023.

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

1. Receipts for December January/February 2023.

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

1. To consider the renewal of the SLCC Membership and agree any action to be taken.

**It was resolved for the Council to renew the SLCC Membership at a cost of £139.00.**

**22/199 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.

**22/200 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.

It was agreed for the MOP to speak on the Planning Applications.

**22/201 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 delivery cost of the goalpost were £160.00 and raised a concern that the Council were ordering full size goal posts, which were not originally recommended from MDC. **It was resolved for the Clerk to contact MDC for permission to purchase full size goal posts, and to process the order once permission was granted.**

* 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.

Cllr Heubner confirmed that applications has been made, just awaiting decisions.

**22/202 URC**

1. To receive a report from Cllr Howat and agree any action to be taken.

A report was received from Cllr Howat. **It was resolved that Cllr Howat would liaise with some residents of the village and provide an update.**

**22/203 DMCP**

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

The WG met with an account manager from SP in January and an update was given. Chip and Pin upgrade due to be installed soon as well as the agreed amended signage.

Work to the hedges at the back of the car park and bushes over the ditch have now been completed. During the work towards the ditch, the contractor came across a wall that had fallen down. I**t was resolved to accept the quote of £580.00.**

The plastic recycling bin is not being used as much as anticipated. **It was resolved to reduce the emptying to monthly.**

**22/204 Pedestrian Signs – St Georges Close**

1. To discuss the possibility of pedestrian signs near St Georges Close and agree any action to be taken.

**It was resolved to contact MDC for permission.**

**22/205 Hedges on Basin Road**

1. To consider the quote received regarding works to the hedges along Basin Road and agree any action to be taken.

**It was resolved to accept the quote of £210 and allow some leeway on cost in case the works take longer than anticipated.**

**22/206 Bench near Bus Shelter**

1. To consider the quotes received regarding repair work to the bench and agree any action to be taken.

**It was resolved to accept the quote received of £85 to repair the bench.**

**22/207 On Street Parking**

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

A report was received from the WG.

**It was resolved to circulate the recommendations based on residents’ feedback with the Newsletter for further feedback from residents.**

**22/208 Planning Applications**

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

**22/01258/HOUSE PP-11788195 – 55 Basin Road –** Two storey side and rear extension, including replacement of existing garage with new attached, porch and fenestration alterations to the front elevation.

**Both Cllr Howat and Bryson are familiar with the architect.**

**It was resolved that the Council would recommend the granting of planning permission for this application.**

**22/209 Clerk’s Report**

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

1. Clerk’s use of DMCP

Clerk had not used the car park recently.

1. Elections

Clerk attended the Elections Briefing on 21st February. The Pre-election period (PEP) will commence on Monday 13th March 2023. Nomination papers are to be delivered in person to Claire Hawken at MDC between 14th March up until and no later than 4pm on 4th April.

**22/210 The King’s Coronation**

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

Clerk updated members on new information stating that Council’s may organise an event for the Coronation during the pre-election period. Due to previous information given most members are now unavailable on The Coronation weekend. **It was resolved that if other organisations within the village are planning an event, the council will make a donation. It was resolved to design and purchase a suitable plaque to be placed on the refurbished bench.**

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

**22/211 Correspondence**

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

**Correspondence was noted with responses agreed. It was resolved to arrange a meeting with Jo from SP.**

* Mind Charity – **The Council resolved to give permission for portable toilets to be used and to donate the car parking fee of a maximum of £75.00.**
* Farleigh Hospice - **The Council resolved to give permission for portable toilets to be used and to donate the car parking fee for staff members.**

**22/193 Local Issues**

1. To note any items of inclusion on the agenda for the next meeting of the Parish Council.

There were no items of inclusion.

There being no further business the meeting closed at 09:20pm

Provisional Date of the next Council Meeting: Tuesday 21st March 2023

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

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