**HEYBRIDGE BASIN PARISH COUNCIL**

**Minutes** of the virtual meeting of Heybridge Basin Parish Council held on Tuesday 2nd March 2021, at 4.30 p.m.

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

In attendance: County Councillor M. Durham, 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 member of the public.
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. He advised that by attending the meeting, participants were agreeing to be recorded.
2. One member of the public wishes to speak so I will invite him to speak at the appropriate time.
3. All members of the public will be muted to eliminate any

unnecessary noise or electronic inference occurring during the meeting.

1. **To receive apologies for absence.**
2. There were no apologies for absence.
3. **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.**
4. Councillor K. Lawson declared a non-pecuniary interest in respect of matters relating to the Daisy Meadow Car Park in that he was currently a holder of a temporary resident’s permit in respect of the Daisy Meadow Car Park.
5. **The meeting will stand adjourned.**
6. The meeting stood adjourned.
7. **To consider letters and emails received from Parishioners of Heybridge Basin.**
8. The Clerk had received several emails from Parishioners regarding the closure of the Daisy Meadow Car Park, speeding in Basin Road, parking in side roads and dangerous parking in Basin Road. These had been circulated to Councillors.
9. Mr Richard Banks was invited to speak in support of his email regarding the provision of parking by the Parish Council and the issue of resident permits.
10. The Chair pointed out that Parish Councils had the power to provide parking and a Town Council in Essex issued resident permits. (NB There is a fee payable for these permits).
11. The Chair thanked parishioners for their emails. The various issues raised would be covered during the meeting.
12. **To receive a report from the District and County Councillors for the area on any matters of interest.**
13. County Councillor Durham had issued a written report prior to the meeting and he talked through this report at the meeting. The Clerk would issue this report to Councillors and would also load the report on the Council’s website.
14. District Councillor Edwards had also issued a written report to Councillors prior to the meeting and talked through this report during the meeting. The Clerk would load the reporton the Council’s website.
15. **The Chair will reconvene the meeting.**
16. The Chair reconvened the meeting.
17. **To sign as a correct record the minutes of the Full Council meeting held on 2nd February 2021.**
18. Proposed Councillor Lawson, seconded Councillor Beale that the minutes of the Full Council meeting held on 2nd February 2021 be signed as a correct record. Carried unanimously.
19. **Finance.**
20. Proposed Councillor Edwards, seconded Councillor Lawson that the payment requests for February/March 2021 be approved. Carried unanimously.
21. Proposed Councillor Edwards, seconded Councillor Sjollema that the Receipts for February/March 2021 be approved. Carried unanimously.
22. **Daisy Meadow Car Park**
23. Councillor Lawson reported that the Daisy Meadow Car Park had remained closed since the last meeting to comply with Covid-19 lockdown restrictions. It was noted that several emails had been received from parishioners complaining that the closure of the car park had resulted in on-street parking in neighbouring roads in the Basin. Emails had also been received stating that the closure of the car park had been of definite benefit and had reduced the number of visitors to the Basin. Councillor Beale drew attention to the fact that the two public houses in the Basin were serving take-away meals. (NB this was in accordance with Government guidelines). After some discussion it was proposed by Councillor Lawson, seconded by Councillor Beale and unanimously agreed that the Daisy Meadow Car Park remain closed until the Council meeting on 6th April at which time a further decision could be taken.
24. The Clerk reported that, together with Councillor Lawson and Rob Bryson of the Village Amenities Working Party, he had held a Zoom meeting with representatives of the Community Engagement Team at Maldon District Council to discuss the implications of introducing paid parking in the Daisy Meadow Car Park. He was now reviewing the Council’s approach to this issue and would be preparing revised suggestions and a cost analysis of those suggestions which would be presented to Council in due course.
25. **Local Highways Panel.**
26. The email dated 16th February 2021 from Essex Highways concerning investigating speed limits and parking in the Basin was considered. It was agreed that the Clerk would,
27. Commence a dialogue with the South Essex Parking Partnership,
28. Contact the Police regarding enforcing the speed limit in Basin Road,
29. Contact Maldon District Council Trucam regarding setting up speed surveillance in Basin Road.
30. Councillor Edwards reported that the application made to the Local Highways Panel (LHP) to erect white village gates with Heybridge Basin written on them at the entrance to the Basin would be considered at their meeting scheduled for Friday 12th March 2021.
31. **Emergency Planning**
32. Councillor Edwards reported that, due to Richard Holmes of Maldon District Council continuing to be extremely busy, he had not been able to arrange a meeting.
33. **Keep Britain Tidy Banner**
34. Councillor Sjollema reported that the “Keep Britain Tidy” Banners were being produced and would be in place shortly.
35. **Planning.**
36. Planning Application 21/00118/TCA PP-09498126 was considered and it was unanimously agreed that Council supported this application.
37. No further applications had been received.
38. **Asset Schedule**
39. Proposed Councillor Edwards, seconded Councillor Lawson and unanimously agreed that the revised Asset Schedule dated 2nd March 2021 as circulated prior to the meeting be approved.
40. **Standing Orders/Financial Regulations**
41. Proposed Councillor Edwards, seconded Councillor Sjollema and unanimously agreed that the revised Standing Orders/Financial Regulations as circulated prior to the meeting be approved.
42. **Community Engagement**
43. The Community Engagement Team report for January was noted.
44. **Clerk’s Report**
45. The Clerk reported as follows,
46. Transfer of Land – The Council Solicitor had now heard from the Solicitor acting for Heybridge Parish Council and it was expected that the two TR1 forms relating to the transfers of the two plots of land would be filed with the Land Registry shortly..
47. Locality Funded Rubbish Bins – The two bins have been received and were awaiting installation. Thanks was given to County Councillor Durham for approving this grant.
48. Annual Parish Meeting – This would be held before the Council meeting on 6th April.
49. **Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it was resolved that, in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and the public be excluded and they were instructed to withdraw.**
50. **Conifer Trees in the Daisy Meadow Car Park**
51. The arboriculturist report and quotation received in respect of the conifers in the Daisy Meadow Car Park was considered. It was agreed to defer this matter to the Autumn when additional quotations would be sought.
52. **Appointment of Internal Auditors**
53. The three quotations received were considered.
54. Proposed Councillor Edwards, seconded Councillor Lawson and unanimously agreed that Auditing Solutions be appointed as Internal Auditors in respect of the 2020 – 2021 Financial Year.

Meeting closed at 18.02 hrs

Next Council Meeting 6th April 2021

8th March 2021