**HEYBRIDGE BASIN PARISH COUNCIL**

**Minutes** of the virtual meeting of Heybridge Basin Parish Council held on Tuesday 5th January 2021, at 4.30 p.m.

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

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 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. Parish Councils have limited powers, but responsibilities do include,

managing open spaces such as Daisy Meadow Car Park, commenting

on planning applications, maintaining amenity lighting and amenity areas if any, bus shelters, notice boards, maintenance of the surrounds at St George's church, identifying issues which are important to the Parishioners, trying to bring about improvements to the village, lobbying other authorities on various issues of concern to the Parish and of course, setting the precept for the Council Tax. Some issues being brought to our attention including speeding, rubbish

collection (except in DMCP) , street lighting, parking on public roads and flooding is the responsibility of other authorities such as Essex County Council (Highways), Maldon District Council and the Environment Agency. With those issues, what we can do is bring to their attention and endeavour to get them to resolve them.

Regarding speeding and parking, we have already got the ball rolling with Essex County Council's 'Local Highway Panel' see item 14b.

1. **To receive apologies for absence.**
2. Apologies for absence were received from Parish Councillor Sjollema and County Councillor M. Durham.
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. Parish Councillor Lawson declared a non-pecuniary interest in Agenda Item 12 (Daisy Meadow Car Park) in that he had a residents permit for the 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 Chair reported that Council had received several emails from parishioners and he thanked them for taking the time to write. Generally the emails covered five main subjects which were
9. Social Distancing in the Basin.
10. The Daisy Meadow Car Park - this would be dealt with under Agenda Item 12.
11. Speeding on Basin Road – this would be dealt with under Agenda Item 14b
12. Litter – The Council had obtained funding for two litter bins which would be installed in the Daisy Meadow Car Park. Additionally the Council was liaising with Maldon District Council regarding other rubbish bins in the Basin.
13. Toilets - The Village Amenities Working Party were looking in detail at this issue and would report back to Council in due course.
14. **To receive a report from the District and County Councillors for the area on any matters of interest.**
15. Parish Councillors Edwards and Beale are also District Councillors but had nothing to report.
16. **The Chair will reconvene the meeting.**
17. The Chair reconvened the meeting
18. **To sign as a correct record the minutes of the Full Council meeting held on 10th December 2020.**
19. Proposed Councillor Lawson, seconded Councillor Beale that the minutes of the Full Council meeting held on 10th December 2020. Be signed as a correct record. Carried
20. **Finance.**
21. Proposed Councillor Lawson, seconded Councillor Beale that the Bank Reconciliation as at 31st December 2020 be approved. Carried*.*
22. Proposed Councillor Lawson, seconded Councillor Edwards that the Accounts for the nine months to 31st December 2020 be approved. Carried.
23. Proposed Councillor Beale, seconded Councillor Edwards that the payment requests for December 2020/January 2021 be approved. Carried.
24. Proposed Councillor Edwards, seconded Councillor Beale that the receipts for December 2020/January 2021 be approved. Carried
25. **Daisy Meadow Car Park**
26. The problems resulting from the great number of visitors parking in the Daisy Meadow Car Park was discussed at great length, members of the public being asked to give their views. After due consideration it was proposed Councillor Lawson, seconded Councillor Beale that the Daisy Meadow Car Park be closed. Carried.
27. It was further agreed that Councillors Edwards and Lawson together with the Clerk be given delegated authority to arrange the details of the closure to include any required expenditure.
28. **Village Amenities Working Party.**
29. The Chair of the Working Party, L. Schnurr, gave a brief report on the progress of the Working Party.
30. **Local Highways Panel.**
31. Proposed Councillor Edwards, seconded Councillor Lawson that an application be made to the Local Highways Panel (LHP) to erect white village gates with Heybridge Basin and the speed limit written on them at the entrance to the Basin. Carried.
32. Councillor Edwards reported that the next meeting of the Local Highways Panel was scheduled to be held in March. The Parish Council application to investigate the speed limit and parking in Basin Road would be discussed at that meeting.
33. **Emergency Planning**
34. Proposed Councillor Edwards, seconded Councillor Beale that Councillors Edwards and Lawson together with the Clerk meet with Richard Holmes of Maldon District Council to discuss emergency planning for the Basin. Carried.
35. **Signage in St George’s Close**
36. The erection of new signage in St George’s Close was noted. It was further noted that the road is owned by Maldon District Council.
37. **Planning.**
38. The planning application 20/01214/HOUSE PP-09285776 in respect of Adelante, Harfred Avenue was noted. Proposed Councillor Lawson, seconded Councillor Beale that the Parish Council supported this application. Carried.
39. The planning application 20/01253/HOUSE PP-0932895 in respect of Celtic, 43 Basin Road was noted. Proposed Councillor Lawson, seconded Councillor Edwards that the Parish Council supported this application. Carried.
40. No further planning applications had been received.
41. **Keep Britain Tidy Banner**
42. It was agreed to defer this item to the next meeting.
43. **Clerk’s Report.**
44. The Clerk reported on the following matters,
45. Bank Mandate – The error in respect of the Mandate had now been corrected.
46. Transfer of Land – This was still outstanding

Meeting closed at 17.44 hrs

Next Council Meeting 2nd February 2021

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7th January 2021