**HEYBRIDGE BASIN PARISH COUNCIL**

Minutes of an Extra Ordinary meeting of Heybridge Basin Parish Council held on Tuesday 22nd March 2022 at 7.00pm

Present – Cllrs M. Hodges (Vice Chair), R. Bryson, L. Schnurr, C. Edmond

Also present – G. Lake – Clerk, 1 member of public

Absent – Cllrs J. Sjollema and B. Heubner

**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.

1. **Chairman’s Welcome**

Cllr Hodges opened the meeting.

1. **To receive apologies for absence.**

Apologies received from Cllrs Sjollema and Heubner.

**The apologies were approved.**

1. **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.**

Declarations received from Cllr Edmond – Non-Pecuniary Essex Waterways

1. **The Queen’s Jubilee Celebrations Thursday 2nd June 2022 – Sunday 5th June 2022**
2. To receive an update from the Task and Finish Group and agree any action to be taken.

Cllr Bryson had looked into the possibility of hiring some porta-loos for the Jubilee Picnic at St George’s Field on Sunday 5th June, and had attempted to get at least 3 quotes, but was only able to obtain 1. The cost of the porta-loos including delivery and pick up was £510.00 inc VAT, payment would need to be paid on ordering. Permission would need to be sought from MDC.

**Clerk recommended seeking permission from MDC prior to ordering any porta-loos. It was resolved that the Clerk would contact MDC to seek permission for some porta-loos to be placed on St George’s Field for the Jubilee Picnic on Sunday 5th June.**

The Task and Finish Group ran through a list of ideas they had discussed for the Council’s Jubilee event being held on Thursday 2nd June 2022.

**It was resolved that Cllr Bryson would contact the Chair of the Regatta Association regarding the Council refilling one of their Gas Cylinders for the lighting of the beacon.**

Cllr Edmond had gained permission from EW to put the beacon on the lock side where the turning post with the wind pane is. **It was resolved that the beacon would be set up and lit on Thursday 2nd June 2022 on the lock side.**

Cllr Bryson suggested that a previous Cllr of the Parish Council, Bryan Harker light the beacon.

**It was resolved that the Clerk would contact Bryan Harker to invite him to light the beacon on Thursday 2nd June 2022.**

No members were aware of a Town Crier residing in the village. **It was resolved that the Clerk would put a post on the official Facebook Page to see if any members of the public would like to nominate themselves or someone else as Master of Ceremony.**

**It was resolved that the Council would not have a piper/pipe at the event.**

Cllr Hodges had enquired about Opera Singers to sing the National Anthem and had found an Opera trained lady who was willing to lead the National Anthem at the Council’s event. **It was resolved that Cllr Hodges would accept the offer from the Opera Singer and discuss the event details with her. It was resolved that Cllr Bryson would contact the Chair of the Regatta Association to enquire whether the Council could use their PA System for the evening.**

**It was resolved that the Clerk would seek permission from MDC to erect the beacon on St George’s Field for the Jubilee Picnic on Sunday 5th June 2022.**

**It was resolved that Cllr Bryson would contact the pubs in the village and the tea room and enquire whether they would remain open for the event on Thursday 2nd June 2022 and provide food.**

The Clerk suggested contacting a Photographer to take photos of the event. **It was resolved that the Clerk would put a post on the Official Facebook Page to see if any local Photographers would donate their services for the event.**

HPC have kindly said that they would donate some bunting.

**It was resolved that Cllr Bryson would contact the Chair of the Regatta Association to enquire if the Council would be able to use their flags and bunting for the event. It was resolved that Cllr Bryson would speak to Mr Swann whether he would be able to help transport and erect the flagpoles. Cllr Hodges agreed to help.**

The Clerk suggested that some other music should be played throughout the event. **It was resolved that Cllr Bryson would contact the Jolly Sailor regarding the musicians they have used for past events.**

**It was resolved that Cllr Edmond would contact EW to seek permission to erect a Gazebo on the other side of the lock for the event.**

**It was resolved that the Clerk would obtain 3 quotes for Public Liability Insurance for the Jubilee Weekend and present at the next Council Meeting.**

**It was resolved that DMCP would be free of charge from 16:30pm – Midnight on Thursday 2nd June 2022. It was resolved that the Clerk would arrange this with Smart Parking.**

**It was resolved for the Clerk to contact the Maldon Hub the M&B Standard to inform them of their Jubilee event and lighting of the beacon.**

**It was resolved that the Clerk would design a poster/leaflet to advertise the event.**

**It was resolved that Cllr Bryson would contact the other organisations in the Village regarding a joint leaflet and liaise with the Clerk.**

**It was resolved that the Clerk would obtain 3 quotes to for the printing of the leaflet and present at the next Council Meeting.**

1. To discuss funding for the Jubilee Celebrations and agree any action to be taken.

**It was resolved that the Council would defer the funding request until the actions discussed at this meeting had been actioned and more information was available.**

There being no further business the meeting closed at 20:17pm

Provisional Date of Next Council Meeting Tuesday 26th April 2022

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

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