**HEYBRIDGE BASIN PARISH COUNCIL**

**Minutes** of the virtual meeting of Heybridge Basin Parish Council Village Amenities Working Party held on Monday 21st December 2020, at 4.30 p.m.

Present: R. Bryson. R. Holland, D. Milsted, L. Schnurr, and Councillor J. Sjollema.

In attendance: J. Watson (Clerk).

**MINUTES**

1. **The Chair to declare the meeting open.**

The Chair declared the meeting open.

1. **To receive notification from any persons present of intent to record the meeting.**

The Clerk advised that he would be recording the meeting and, by taking part, those attending agreed to be recorded.

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

Apologies for absence were received from B. Heubner

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.**

There were no Declarations of Interest.

1. **To sign as a correct record the minutes of the meeting of the Village Amenities Working Party held on 7th December 2020.**

Proposed L. Schnurr, seconded R, Bryson that the minutes of the meeting of the Village Amenities Working Party held on 7th December 2020 be signed as a correct record. Carried unanimously.

1. **Forward Planning**
2. It was agreed that matters which the Working Party could bring to the attention of Council as items of concern during the Financial Year 2021-2022 were;
3. The Daisy Meadow Car Park – it was understood that the Clerk and R. Bryson were working on a report to be placed before Council in the New Year.
4. Effect of Car Parking restrictions in the Daisy Meadow Car Park would have on other roads in the Basin – R. Bryson agreed to prepare a schedule of bullet points which L. Schnarr would use to prepare a report to be submitted to the Working Party.
5. Litter on the Sea Wall – it was agreed that Council needed to look at interim and long term solutions. R. Holland agreed to do a report for consideration by the Working Party.
6. Toilets – It was agreed R. Bryson, R. Holland and D. Milsted would investigate the various toilet options in the Basin and that L. Schnurr would prepare a report based on their findings for consideration by the Working Party.
7. **Future Projects**
8. Daisy Meadow Car Park.
9. It was noted that any income from the Car Park could affect the Rates payable on the Car Park.
10. L. Schnurr had previously carried out a great deal of research into car park charges and he would analyse the data he had received and report back to the Working Party by 31st January 2021.
11. The schedule of key village organisations prepared by D. Milsted prior to the meeting was considered and it was agreed that these organisations should be approached by Members of the working party. It was agreed to defer allocation of the list to the next meeting.
12. **Future Meetings**
13. It was agreed that the date of the next meeting would be agreed by the Chair and the Clerk.

Meeting closed 5.42 pm

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22nd December 2020