



Heybridge Parish Council

Members of the Council are hereby summoned to attend the Parish Council meeting in The Main Hall, Plantation Hall, Colchester Road, Heybridge on **THURSDAY 21 APRIL 2016** following the Annual Parish Meeting for the purpose of transacting the following business.

Recording of meetings

To note that this meeting may be recorded or filmed and will be capable of repeated viewing or another use by such third parties. It is possible that the recording equipment or cameras will capture your image and this will result in the possibility that your image will become part of the broadcast. This may infringe your human and data protection rights and if you wish to avoid this you should move to the appropriate area of the room. Anyone present intending to record the meeting, or any part thereof, must declare their intention to the Chairman and Clerk before the meeting commences.

Public Participation



This meeting is held in public. To note that under Local Government regulations, only persons registered on the electoral roll are permitted to speak. Visitors will be able to speak within the allotted ten minutes. If several visitors wish to express similar views it is suggested that a spokesperson should speak on behalf of the group. When visitors wishing to speak arrive at the meeting, they should give their names to the Clerk and say that they wish to speak. To avoid arguments and keep the length of meetings to a reasonable level, Councillors will not enter into discussion with visitors during the allocated public participation time. Apart from the initial participation session, the public are not allowed to speak in the meeting.




Laurie Wiebe
Clerk to Heybridge Parish Council

15th APRIL 2016

In order to reduce paper wastage, Members of the Press or Public who would like copies of the appended documents available for the meeting should make prior arrangements with the Clerk at least 2 days before the scheduled meeting.

AGENDA

1.  To receive and approve apologies for absence.
2. Chairman's Announcements.
3.  **Minutes**
To receive and confirm the Minutes of the Annual Parish Council meeting held on 17th March 2016 (Appendix 1.)

To receive the Minutes of the:
Planning Committee held on 7th April 2016 (Appendix 2);
Personnel Committee held on 21st March 2016 (Appendix 3);
Events Committee held on 14th April 2016 (to be circulated.)
4.  **Interests**
To receive member's declarations of Discloseable Pecuniary Interests, Other Registerable Pecuniary Interests, Registerable Non-Pecuniary Interests on items on the agenda. To note any dispensations granted. (Members are reminded that they are also required to declare interests as soon as they become aware should the need arise throughout the meeting.)
5. **Public Participation**
Public participation session with respect to items on the agenda and other matters that are of mutual interest.
6.  **Clerk's Report**
 - i) To receive a report from the Clerk (Appendix 4);
 - ii) To ratify the expense of £196 + VAT for two fire extinguishers;
 - iii) To ratify the expense of £75 + VAT to fix the wash basin pipe in the ladies toilet;
 - iv) To consider making a donation to the Charity of the Year for £50 (money raised during the Quiz Night raffle);
 - v) To consider entering the Rural Community Council of Essex Village of the Year award;
 - vi) To agree that the Council continue to contribute to the annual Oars and Paws Fun Dog Show by means of supplying the Best Partnership Trophy.
7. **Consultations and Policies**
To consider submitting comments to Essex County Council on the review of Essex Parking Standards, Design and Good Practice 2016 and associated Environmental Assessment and Sustainability Appraisal (deadline 13th May 2016) (Appendix 5.)
8.  **Financial Matters**
 - i) To receive and consider the schedule of payments from 7 April and 21 April 2016 including invoices and accounts for payment (to be circulated at the meeting);
 - ii) To receive an updated statement of accounts (to be circulated at the meeting);
 - iii) To receive the monthly bank reconciliation (to be circulated at the meeting).

9. Training Requests

To approve any training requests received. A weekly list of available courses from the EALC is distributed by email to all Members.

10. Future meetings

- i) The next meeting of the Planning Committee of the Parish Council will be held on Thursday 5th May 2016 at 7.00pm.
- ii) The next meeting of the Events Committee of the Parish Council will be held on 12th May 2016 at 7.30pm.
- iii) The Annual meeting of the Parish Council Meeting will be held on Thursday 19th May 2016 at 7.00pm.

For Information Only:

Items for next Parish Council Meeting agenda:

Annual Parish Council meeting