The Public and Press are invited, and all Councillors are hereby summoned, to attend the forthcoming meeting of the **Environment and** **Facilities Committee** of Heybridge Parish Council. The meeting will be held on **Monday 23rd August 2021** at **7.30pm** in the Claydon Room, Plantation Hall, Colchester Road, Heybridge where the under-mentioned business is proposed to be transacted.

**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 to speaking are deemed to be giving permission to be included in the recording.

**Amanda Hilton**

**Clerk to Heybridge Parish Council 16th August 2021**

**Agenda**



1. **Apologies**

 To receive apologies.

1. **Chairman’s Welcome**



1. **Minutes**

To receive and confirm the minutes of the last meeting held on Monday 16th August 2021 (to be circulated)

1. **Interests**

To declare the existence and nature of any ‘personal and prejudicial’ interest relating to items on the agenda in accordance with the Code of Conduct for Members. To note any dispensations granted.

1. **Public Participation**

 Public participation with respect to items on the agenda.



1. **Plantation Hall**
2. To consider any issues and actions to be taken.
3. To consider plans for the extension.
4. To consider renewal of annual maintenance contract for the Office Air Con Unit at a cost of £100 plus Vat. Clerk to report.

** 7. Amenity Areas**

 a) To consider any issues and actions to be taken.

**8. Honey Bee Orchard.**

a) To note any issues and actions to be taken.

**9. Groundsmen Contracts**

 a) To consider any works/repairs/improvements identified by the Groundsmen.

**10. Improvements within the Parish**

1. To consider any issues and actions to be taken.
2. To note the next Beating of the Bounds exercise date has been confirmed as Wednesday 25th August 2021 at 10.30am.

**11. Allotment Provision.**

 a) To consider the provision of Allotments. ****

**12. 288 Bus Extension**

 a) To receive an update from Cllr Lewis and to consider the way forward for 2021/2022. Members are asked to note the 70-day cancellation period.

**13. Quarterly Newsletter**

a) To note quarterly publication dates will be from August.

**14. Future meetings**

 a). The next meeting of the Planning Committee of the Parish Council will be held on Monday 6th September 2021 at 7.30pm.

b) The next meeting of the Events Committee of the Parish Council will be held on Monday 13th September 2021 at 7.30pm

 c) The next meeting of the Parish Council will be held on Monday 20th September 2021 a 7.30pm

d) The next meeting of the Environment and Facilities Committee of the Parish Meeting will be held on Monday 27th September 2021 at 7.30pm.