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 21st August 2023** 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

**Amanda Hilton**

**Clerk to Heybridge Parish Council 15th August 2023**

**Agenda**



1. **Chairs welcome**
2. **Apologies**
3. **Minutes**

To receive and confirm the minutes of the last meeting held on Monday 24th July 2023 (Appendix 1)

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. Clerk to report.
3. To receive an update from the Clerk with regards to the extension.

**7. Amenity Areas**

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

**8. Groundsmen Contracts**

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

**9. Improvements within the Parish**

1. To consider any issues and actions to be taken.

b) To note dates for litter picks.

**10. Heybridge Helping Hand.**

a) To receive a report from the Clerk and consider any actions to be taken.

****b) To receive a report from the Clerk regarding the Luncheon Club.

**11. Future meetings**

a) The next meeting of the Planning Committee of the Parish Council will be held on Monday 4th September 2023 at 7.30pm.

b) The next meeting of the Events Committee will be held on Monday 11th September 2023 at 7.30pm

c)The next meeting of the Parish Council will be held on Monday 18th September 2023 at 7.30pm.

d)The next meeting of the Environment and Facilities Committee of the Parish Meeting will be held Monday 25th September at 7.30pm.