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 19th December 2022** 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 12th December 2022**

**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 24th October at 7.30pm (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.
3. To receive a report from the Chairman regarding the extension and consider any actions to be taken.
4. To receive a report from the Clerk regarding the Green Gym Equipment.
5. To consider renewal of annual Maintenance Agreement for the air conditioning unit in the office, at a cost of £100.00 plus VAT.
6. To note the next Community Cosy day has been booked for 17th January 2023.

**7. Amenity Areas**

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

b) To

**8. Groundsmen Contracts**

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

**9. Improvements within the Parish**

1. To consider any issues and actions to be taken
2. To receive a report from the Clerk regarding street lighting at Navigation Place.
3. To consider actions to be taken with regards to relocation of the Horse Trough.

**10. Heybridge Helping Hand.**

a) To receive a report from the Clerk.

b) To note the next Community Cosy day has been booked for 17th January 2023.

**11. Future meetings**

a) The next meeting of the Planning Committee of the Parish Council will be held on Monday 9th January 2023 at 7.30pm

b) The next meeting of the Events Committee of the Parish Council will be held on Monday 16th January 2023at 7.30pm.

c) The next meeting of the Parish Council will be held on Monday 23rd January 2023 at 7.30pm.

d) The next meeting of the Environment and Facilities Committee of the Parish Meeting will be held on Monday 30th January 2023 at 7.30pm.