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 24th January 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 18th January 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 25th October 2021 (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 consider comments/approval on the draft plans for the proposed extension.
4. To consider annual membership to Essex Playing Fields Organisation

Clerk to report.

1. To note the replacement Wi Fi equipment will be installed during the closed period between Christmas and New Year.
2. To receive a report from the Clerk regarding the Community Engagement Team.

** 7. Amenity Areas**

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

 b) To note the Financial and Administration Officer (F&A) will be meeting at Elizabeth Way to discuss replacement play equipment and a report will be

 made at the next meeting of the committee due to be held Tuesday 21st December 2021.

**8. Honey Bee Orchard.**

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

 b) To receive a report from the Clerk regarding the Tarmac Path.

**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 receive an update from the Chair following the Beating of the Bounds Exercise.
3. To receive an update from the Chair following the community litter pick and consider further dates.
4. To note the F&A Officer is investigating quotations for replacement notice boards.
5. To note the Horse Trough bollard has been returned to Plantation Hall.

**11. Allotment Provision.**

 a) To consider the provision of Allotments.

**12. 288 Bus Extension**

 a) To receive an update from the Chair and to consider the way forward.

**13. Quarterly Newsletter**

a) To receive an update.

**14. Heybridge Helping Hand.**

 a) Food Bags – to receive and update and consider actions to be taken.

 b) Luncheon Club- to receive a report from the Chair –to include confirmation

 of plans for the Christmas Lunch.

**15. Future meetings**

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

b) The next meeting of the Events Committee of the Parish Council will be held on Monday 6th December 2021 at 7.00pm and Monday 13th December 2021 at 7.30pm.

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

d) The next meeting of the Environment and Facilities Committee of the Parish Meeting will be held on Tuesday 21st December 2021 at 7.30pm **TBC.**