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 October 2023** at 7.00pm atPlantation 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 17th October 2023**

**Agenda**



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

To receive and confirm the minutes of the last meeting held on Monday 25th September 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 on the extension and consider any actions to be taken.
4. To receive an update on the website and consider any actions to be taken.
5. To receive an update regarding Welcome Packs at Westcombe Park.

**7. Amenity Areas**

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

 b) To note tree works have been completed.

c) To receive an update from the Clerk with regards to the Land Registry Exercise.

**8. Groundsmen Contracts**

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

b) To receive an update from the Clerk with regards to the Groundsmen Contract,

**9. Improvements within the Parish**

1. To consider any issues and actions to be taken.
2. To receive a report from the Clerk regarding the bus shelters at Goldhanger Road and Bentalls Complex.
3. To note date for next litter pick.
4. To note the Heybridge Village Gateway sign on the right hand side of Broad Street Green Road has been cleaned.

**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 6th November 2023 at 7.30pm.

b) The next meeting of the Events Committee will be held on Monday 13th November 2023 at 7.30pm

c)The next meeting of the Parish Council will be held on Monday 20th November 2023 at 7.30pm.

d)The next meeting of the Environment and Facilities Committee of the Parish Meeting will be held on Monday 27th November 2023 at 7.00pm.