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 25th September 2023** at **7.00pm** 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 19th September 2023**

**Agenda**



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

To receive and confirm the minutes of the last meeting held on Monday 21st August 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.
4. To note a picnic bench has been removed due to a fault.
5. To note damage to play area fencing has been repaired.

**7. Amenity Areas**

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

 b) To note tree works commence on the 4th October 2023.

**8. Groundsmen Contracts**

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

b) To receive a report from the Clerk with regards to the Groundsman Contractor and consider any actions to be taken.

**9. Improvements within the Parish**

1. To consider any issues and actions to be taken.
2. To note overgrown areas at Wagtail Drive at Larch Walk have been reported.
3. To consider purchasing speed reduction bin stickers. Clerk to report.

**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 2nd October 2023 at 7.30pm.

b) The next meeting of the Parish Council will be held on October 9th 2023 at 7.30pm to discuss the budget.

c)The next meeting of the Parish Council will be held on Monday 16th October at 7.30pm.

d)The next meeting of the Environment and Facilities Committee of the Parish Meeting will be held 23rd October at 7.30pm.