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 May** at **7.30pm** in the Main Hall, Plantation Hall, Colchester Road, Heybridge where the under-mentioned business is proposed to be transacted. This meeting will be held in accordance with COVID19 with secure measures in place.

**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 17th May 2021**

**Agenda**



1. **To Elect a Chairman of the Committee for the municipal year.**
2. **To Elect a Vice Chairman of the Committee for the municipal year.**
3. **Apologies**

 To receive apologies

1. **Chairman’s Welcome**



1. **Minutes**

To receive and confirm the minutes of the last meeting held on Tuesday 27th April 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 note the bench to be situated by the steps at Plantation Hall has been ordered.
4. To receive a report from Cllr Lewis with regards to Plantation Hall extension.
5. Heybridge Helping Hand.

i) Members are asked to consider the future of the Food Delivery bags. Clerk to Report.

ii) Members are asked to consider forming a Luncheon Club following the confirmation the Darby and Joan Club will no longer be running. Clerk to Report

1. To receive an update regarding the faulty gym equipment and consider actions to be taken.
2. To consider hire request from Show Productions.
3. To consider seeking quotations to improve the lighting and sound system in the main hall.

** 9. Amenity Areas**

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

b) Overhanging Oak Tree at Elizabeth Way – To note Contractors have been

 instructed to carry out works.

c) The Roothings – to note the Clerk has contacted Colne Housing regarding

 replacing the small barrier fence at the end of Stock Terrace and is still

 waiting for a response.

**10. Honey Bee Orchard.**

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

b) To consider design for composter. Clerk to report.

**11. Groundsmen Contracts**

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

**12. Improvements within the Parish**

1. To consider any issues and actions to be taken.
2. To consider ideas for Heybridge Landmark.
3. To receive an update from Cllr Morris with regards to Virtual Headsets.
4. To note Street Lighting has been replaced in Stock Terrace.
5. To consider request to investigate 20mph limit at Rowan Drive.
6. To consider plans to produce a quarterly local newsletter.
7. To consider forming a Health and Wellbeing Plan.
8. To receive a report from the Clerk with regards to community engagement.

**13. Allotment Provision.**

 a) To consider the provision of Allotments. ****

**14. 288 Bus Extension**

 a) To receive an update from Cllr Lewis and to consider the way forward for 2021/2022. Members are asked to note the 70-day cancellation period.

**15. Future meetings**

 a). The next meeting of the Planning Committee of the Parish Council will be held on Monday 7th June 2021 at 7.30pm.

b) The next meeting of the Events Committee of the Parish Council will be held on Monday 14th June 2021 at 7.30pm

 c) The next meeting of the Parish Council will be held on Monday 21st June 2021 a 7.30pm

d) The next meeting of the Environment and Facilities Committee of the Parish Meeting will be held on Monday 28th June 2021 at 7.30pm.