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 26th February 2024** 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 20th February 2024**

**Agenda**



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

To receive and confirm the minutes of the last meeting held on Monday 22nd January 2024 (Appendix 1)

1. **Interests**

To receive declarations of interest in accordance with the council’s Code of Conduct. Unforeseen interests must be declared similarly at the appropriate time.

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 consider quotation for replacement condensate pump for the meeting room air conditioning unit.
4. To receive an update on the extension and consider any actions to be taken.
5. To receive a report regarding the website and consider any actions to be taken.

**7. Amenity Areas**

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

b) To receive an update on Honey Bee Orchard and consider any actions to be taken.

c) To consider actions to be taken with regards to the damaged bench at Holloway Road bus stop.

**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 action route for delivery of Speed Awareness Stickers.

**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 Clerk.

**11. Future meetings**

a) The next meeting of the Planning Committee will be held on Monday 4th March 2024 at 7.30pm.

b) The next meeting of the Events Committee will be held on Monday 11th March 2024 at 7.30pm

c)The next meeting of the Parish Council will be held on Monday 18th March 2024 at 7.30pm.

d) The next meeting of the Environment and Facilities Committee will be held on Monday 25th March 2024 at 7.00pm.