

The Public and Press are invited, and all Councillors are summoned, to attend the forthcoming **Parish Council Meeting** of Heybridge Parish Council. The meeting will be held on **Monday 19th February 2024 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

**Amanda Hilton**

**Clerk to Heybridge Parish Council 14th February 2024**

**AGENDA**

#

1. **Chair’s Welcome**
2. **Apologies**

 To receive apologies.

#  Minutes

1. To receive and confirm the Minutes of the Parish Council meeting held on Monday 20th November 2023 (Appendix 1) To note the PC meeting due to be held on Monday 15th January 2024 had been cancelled due to unforeseen circumstances.
2. To receive the DRAFT minutes of the Environment and Facilities Committee held on Monday 22nd January 2024 (Appendix 2)
3. To receive and confirm the Minutes of the Extraordinary Parish Council meeting held on Monday 29th January 2024 (Appendix 3)
4. To receive and confirm the Minutes of the Extraordinary Parish Council meeting held on Tuesday 30th January 2024 at 2.00pm. (Appendix 4)
5. To receive DRAFT minutes of the Planning Committee meeting held on Monday 5th February 2024 (to be circulated)
6. To receive DRAFT minutes of the Events Committee meeting held on Monday 12th February 2024 (to be circulated)

#  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**

Members of the Public will be given an opportunity to put forward their question(s) or statement to the Council. The Chair will at her discretion then decide if she is able to answer the question(s) or proposes to put the item on the agenda for the next meeting.

**6.** **To receive reports from:**

 a) District and County Councillors

 b) Community Engagement Officer (Appendix 5)

**7.** **Clerks Report** (to be circulated)

1. To note arrangements resolved by the Events committee to commemorate the 80th Anniversary of D Day on Thursday 6th June 2024.
2. To note the Precept demand has been submitted to Maldon District Council.
3. To receive an update on completion of the extension.
4. To note Section 137 Expenditure Limit for 2024-2025 is £10.81.
5. To note Village Halls Week is 18th March – 24th March 2024.
6. To note the Clerk has requested a free framed portrait of His Majesty the King.
7. To receive a report regarding the electrical installation condition report.
8. To receive and note Clerks report on Statutory Powers
9. To receive an update regarding the consultation on St Peters Community Hospital.

**8. Committee updates**

a) To receive a report from the Chairman of the Planning Committee (Appendix 6 and Appendix 7)

 b) To receive a report from the Chairman of the Events Committee (to be circulated)

c) To receive a report from the Chairman of the Environment and Facilities Committee.



**9. Working Groups and Representatives**

a) To consider forming a working group/Task and Finish Group to arrange the celebrations of the 40th Year as a Parish Council in 2027.

b) Members are asked to note the Community Engagement Officer has confirmed he would be willing to be the representative for the Heybridge Residents Association and will liaise with the Chair of the Heybridge Residents Association to confirm.

**10 Local Housing Needs Assessment.**

a) To receive a report from Cllr P Spenceley and consider any actions to be taken.

**11. Financial Matters**

a) To receive updated statement of accounts for January 2024 and February 2024 (to be circulated)

 b) To receive the bank reconciliation for December 2023 and January 2024 (to be circulated)

c)To receive and consider schedules of payments including invoices and accounts for payments for 19th February 2024. (to be circulated)

d) To consider renewal of Clerks SLCC membership at a cost of £288.00. Clerk to report.



**12. Local Issues**

a) To note any items for inclusion on the Agenda for the next meeting of the Parish Council due to be held on Monday 18th March 2024.



**13. Correspondence**

a) To note correspondence received and any actions to be taken.

# 14. Future meetings

1. The next meeting of the Environment and Facilities Committee will be held on Monday 26th February 2024 at 7.00pm.
2. The next meeting of the Planning Committee will be held on Monday 4th March 2024 at 7.30pm.
3. The next meeting of the Events Committee will be held on Monday 11th March 2024 at 7.30pm.

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