

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 17th April 2023 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 12th April 2023**

**AGENDA**

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

 To receive apologies.

#  Minutes

1. To receive and confirm the Minutes of the Parish Council meeting held on Monday 20th February 2023 and Monday 20th March 2023 **(Appendix 1 Appendix 2)**

b) To receive the DRAFT minutes of the Personnel Committee held on Monday 27th March 2023 **(Appendix 3)**

 c) To receive the Draft Minutes of the Environment and Facilities Meeting held

 on Monday 27th March 2023 **(Appendix 4)**

c)To receive the Draft minutes of the Planning Committee Meeting held on Monday 3rd April 2023 **(Appendix 5)**

#  Interests

Members are reminded they are required to Declare any Disclosable Pecuniary Interest, Other Pecuniary Interests and Non-Pecuniary Interests which they know they might have in items of business on the Agenda. 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 Chairman will at his discretion then decide if he 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) County Cllr Durham

 b) District Councillors

**7. Committee updates**

a) To receive a report from the Chairman of the Planning Committee.

 b) To receive a report from the Chairman of the Events Committee.

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

d) To receive a report from the Chairman of the Personnel Committee and consider any actions.

**8. Community Engagement Officer Report.**

a) To receive report from G Dyer (To be circulated)

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

 a) To consider a hire request from Childrens World Fun Park.

 b) To receive an update regarding the Local Elections 4th May 2023.

c) Members are asked to note the next meeting of the Parish Council will be the Statutory Council Meeting on May 15th, 2023, at 7.30pm.

d) To note The Clerk has agreed to support 3 local youths with their Duke of Edinburgh Award.

**10. Financial Matters**

 a) To receive updated statement of accounts for 31st March 2023 (to be circulated)

 b) To receive the bank reconciliation for March 2023 (to be circulated)

 c)To receive and consider schedules of payments including invoices and accounts for 17th April 2023 (to be circulated)

d) To consider advertising in the Maldon Cricket Handbook. Full Page £75, Half Page £40, Quarter Page £25.

**11. Correspondence**

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

# 12. Future meetings

1. The next meeting of the Environment and Facilities Committee will be held on Monday 24th April 2023.
2. The next meeting of the Planning Committee will be held on Tuesday 2nd May **TBC**
3. The Statutory Meeting of the Parish Council will be held on Monday 15th May 2023 at 7.30pm.
4. The Annual Parish Meeting will be held on Monday 22nd May 2023 at 7.30pm