

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 16th August 2021 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 COVID-19 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 10th August 2021**

**AGENDA**

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

Members are reminded LGA1972, s.85 states that apologies for

absence must be received prior to a meeting and Councils Standing

Order 4 v states Committees and Sub Committees may, subject to 4(b) and (c)

appoint and determine the terms of office of the substitute members to a

committee whose role is to replace the ordinary members at a meeting of a

committee if the ordinary members confirm to the Proper Officer no later than

1pm on the day of the meeting.

1.  **Minutes**
2. To receive and confirm the Minutes of the Parish Council meeting held on Monday 19th July 2021 (Appendix 1)
3. To receive the Draft Minutes of the Environment and Facilities Committee Meeting held on Monday 28th June 2021 (Appendix 2)
4. To receive and confirm the Minutes of the Planning Meeting held on Tuesday 4th May 2021 (Appendix 3) and to receive the Draft Minutes of the Planning Committee Meeting held on Monday 5th July 2021. (Appendix 4)
5. To receive the Draft Minutes of the Events Committee Meeting held on Monday 12th July 2021 (to be circulated)

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# Co-option

1. To consider Co-option of Ashley Jones.
2. To receive Declaration of Office from Ashley Jones
3. To consider Co-option of Anne Beale.
4. To receive Declaration of Office from Anne Beale.

# Interests

To declare the existence and nature of any ‘personal’ or ‘personal and prejudicial’ interest relating to items on the agenda in accordance with the Code of Conduct for Members. To note any dispensations granted.

Members are reminded to update their Registers of Interests.

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.

**7.** **To receive reports from:**

a) County Cllr Durham (if present)

b) District Councillors (if present)

c) MDC Community Engagement Team (Appendix 5)



**8** **Clerks Report** (to be circulated)

1. To note the re-opening of Plantation Hall following the ease of lockdown restrictions.
2. To note the Clerk has written to Cllr Durham regarding potholes from Triangle Place to Heybridge Church due to complaints.



**9 Appointments of Committees, Working Groups and Representatives**

a) To consider appointments of 1 member to serve on the Planning Committee.

b) To consider appointments of 2 members to serve on the Events Committee.

c) To consider appointments of 1 member to serve on the Environment and Facilities Committee.

**10. 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 and to consider appointment of a Volunteer Lengthsman.



**11. Policies and Consultation**

a) To consider submitting a response to the Statement of Community Involvement (SCI) Consultation (Appendix 6) deadline 29th July 2021.

**12. Financial Matters**

a) To receive updated statement of accounts for June 2021(to be circulated)

b) To receive the bank reconciliation for June 2021 (to be circulated)

c)To receive and consider schedules of payments including invoices and accounts for payments dated 5th July 2021 (already circulated and approved Appendix 6) and 19th July 2021 (be circulated).

d) To consider donation request from 2nd Heybridge Brownies (Clerk to report)

e) To note debit card for the bank account has been actioned.

f) To consider training request from Cllr Cable to attend Chairman’s Training

Day 1 at a cost of £90.00 per session. Clerk to report.

g) In accordance with Financial Regulations 2019 consider and approve payments to made by Direct Debit and BACS (Clerk to report

h) To approve list of Contractors/Suppliers for 2021 (Clerk to report)

i) To consider renewal of the annual RCCE (Rural Community Council of Essex) membership.



**13. 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 23rd August 2021.

b) To receive an update from Cllr Morris regarding parked vehicles at Rowan Drive.

c) Goldhanger Road Speed Reduction – to note any updates



**14. Correspondence**

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

# 15. Future meetings

a) The next meeting of the Planning Committee will be held on Monday 2nd

August 2021 at 7.30pm.

1. The next meeting of the Events Committee will be held on Monday 9th August 2021 at 7.30pm

c) The next meeting of the Environment and Facilities Committee will be held onWednesday 11th August 2021 at 7.30pm.

d) The next meeting of the Parish Council will be held on Monday 9August 2021 at 7.30pm.