

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 July 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 11th July 2023**

**AGENDA**

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

 To receive apologies.

#  Minutes

 a) To receive and confirm the Minutes of the Parish Council meeting held on Monday 19th June 2023 (Appendix 1) 

 b)To receive the DRAFT minutes of the Environment and Facilities Committee

 held on 26th July 2023(Appendix 2)

 c)To receive the DRAFT Minutes of the Planning Committee Meeting held on

 Monday 3rd July 2023 (Appendix 3)

 d) To receive the Draft Minutes of the Events Committee held on

 Monday 10th July 2023(Appendix 4)

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#  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) District Councillors

 b) Community Engagement Officer (to be circulated)

 c) County Cllr Durham (Appendix 5)

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

1. To note the Clerk and the Chair of the Environment and Facilities Committee have delegated authority to respond to administration enquiries with regards to the planned extension and to receive an update.
2. To consider submitting a request to Maldon District Council to register Plantation Hall as an emergency/rest centre.
3. To consider DBS process for all councillors.
4. To receive an update regarding the vacant seat caused by the resignation of Bruce Heubner.
5. To consider quotations to install Air Conditioning in the meeting room.
6. To consider request from Maldon Museum in the Park (Appendix 6)
7. To receive an update regarding consultation comments required.

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**8. 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.



**9. Working Groups and Representatives**

a) To consider appointment of 2 members to sit on the North Heybridge

 Garden Suburb Liaison Panel.

b) To consider a request from Cllr Jones for 1 member to be appointed as representative for Heybridge Residents Association.

**10. Financial Matters**

 a) To receive updated statement of accounts for July 2023 (to be circulated)

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

c)To receive and consider schedules of payments including invoices and accounts for payments for 3rd July 2023 (Appendix 7) and for payments dated 17th July 2023 (to be circulated).

c)To note the Community Engagement Officer has enrolled on a Playground Inspection Course including exam at a cost of £380 plus VAT.



**11. Charity of the Year**

a) To consider nominations for the Charity of the Year.



**12. UFest**

a) To consider plans for UFest on 4th August 2023 at Promenade Park.

**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 18th September 2023.

c) To note a revised list of potholes has been submitted to County Cllr Durham.



**14. Correspondence**

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

# 15. Future meetings

1. The next meeting of the Environment and Facilities Committee will be held on Monday 24th July 2023 at 7.30pm.
2. The next meeting of the Planning Committee will be held on Monday 7th August 2023 at 7.30pm.
3. The next meeting of the Events Committee will be held on Monday 14th August 2023 at 7.30pm.

d) The next meeting of the Parish Council will be held on Monday 21st August 2023 at 7.30pm.