

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

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

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

 on Monday 27th February 2023 **(Appendix 2)**

 c)To receive and confirm the draft minutes of the Planning Committee Meeting held on Monday 6th March 2023 **(Appendix 3)**

#  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 receive an update regarding the Elections

 b) To note the Monday 10th April is a bank holiday and therefore the Events

 Committee Meeting will not be held.

**10. Financial Matters**

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

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

 c)To receive and consider schedules of payments including invoices and accounts for payments for 6th March 2023 (already circulated and approved  **Appendix 4)** and payments for 20th March 2023 (to be circulated)

**11. Local Issues**

b) To note any items for inclusion on the Agenda for the next meeting of the Parish Council due to be held on Monday 17th April 2023.

**12. Correspondence**

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

# 13. Future meetings

1. The next meeting of the Environment and Facilities Committee will be held on Monday 27th March 2023.
2. The next meeting of the Planning Committee will be held on Monday 3rd April 2023 at 7.30pm.

d) The next meeting of the Parish Council will be held on Monday 17th April 2023 at 7.30pm.