

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 20th June 2022 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

**Clerk to Heybridge Parish Council 14th June 2022**

**AGENDA**

**1** **a) To receive the Chairman’s Declaration of Acceptance of Office**

**2. Chairman’s Welcome**

**3.** **Apologies for absence**

**4.** **Minutes**

a) To receive and confirm the Minutes of the Statutory Parish Council meeting held on Monday 16th May 2022 (Appendix 1)

 b) To receive the draft minutes of the Environment and Facilities Committee held on Monday 30th May 2022 (Appendix 2)

c) To receive the draft minutes of the Planning Committee held on Monday 6th June 2022 (Appendix 3)

**5** **Interests**

 Members are reminded that they are required to declare any Disclosable Pecuniary Interests, Other Pecuniary Interests and Non-Pecuniary Interests which they know they might have in items of business on the agenda. Members are also reminded that they are also required to declare an interests as soon as they become aware should the need to arise throughout the meeting.

**6.** **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 questions(s) or proposes to put the item on the agenda for the next meeting.

**7. To receive presentation from PC John Davey Essex Police Rural Engagement Team.**

**8.** **To receive Reports From**

 a) County Councillors (Appendix 4)

 b) District Councillors

 c) MDC Community Engagement Team (to be circulated)

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

a) To consider appointment of 3 members to serve on the Planning Committee.

b) To receive a report from the Clerk and consider appointment 6 members to serve on the Events Committee, and to approve the Terms of Reference (to be circulated)

 c) To consider the appointment of 3 members to serve on the Environment and Facilities Committee

 d) To consider the appointment of Lead Cllrs for the following:

 i. Tourism and Leisure Representative

**10. Charity of the Year**

 a) To consider nominations for Charity of the Year 2022/2023

**11. Financial Matters**

 a) To receive updated statement of accounts for May 2022 (to be circulated)

 b) To bank reconciliation for May 2022 (to be circulated)

c) To receive and consider schedules of payments including invoices and accounts for payments dated 6th June (already circulated Appendix 5) and 20th June 2022 to be circulated.

d) To consider hire charge for District Members to hold a regular surgery in the Claydon Room.

e) To approve the list of Contractors and Suppliers. (to be circulated)

**12 Training Requests**

a) To consider training request for the Clerk and the Financial and Administration Officer to attend Health & Safety HABC Level Award at a cost of £150. Plus, VAT each.

b) To consider training request for Cllr Jones to attend Chairman Training Day 1- 3 at a cost of £100 plus VAT per day.

c) To note Code of Conduct Training sessions are being held at Maldon District Council by Simon Quelch on Tuesday 21st June at 6.00pm and Tuesday 28th June at 2.30pm. Members to let the Clerk know should the wish to attend.

**13. Correspondence**

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

**14. Future Meetings**

a) The next meeting of the Environment and Facilities Committee will

be held on Monday 27th June 2022 at 7.30pm

b) The next meeting of the Planning Committee will be held on Monday 4th July at 7.30pm

c) The next meeting of the Events Committee will be held on Monday 11th July 2022 at 7.30pm TBC

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