**HEYBRIDGE BASIN PARISH COUNCIL**

**To the members of Heybridge Basin Parish Council**

The public and Press are invited, and all Councillors are summoned, to attend the forthcoming **Parish Council Budget Meeting** of Heybridge Basin Parish Council. The meeting will be held at **The Lock Tea room Basin Road, Heybridge Basin, CM9 4RS on Friday 3rd November 2023 at 6:45pm,** to transact the following business:

**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 of speaking are deemed to be giving permission to be included in the recording.

Signed: Gemma Lake Date: 26th October 2023

Clerk to Heybridge Basin Parish Council.

**AGENDA**

1. **Chair’s Welcome.**

1. **To receive apologies for absence.**
2. **To receive Declarations of Interest in accordance with the Council’s Code of Conduct and with section 106 of the Local Government Finance Act 1992.**

*Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting.*

1. **Budget 2024/2025**
2. To draft the budget for 2024/2025 including identifying expenditure heads and their provisional costings and agree any action to be taken.

Clerk Contact details: clerk@heybridgebasinpc.org.uk

Website: [www.heybridgebasinpc.org.uk](http://www.heybridgebasinpc.org.uk)