**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 EXTRAORDINARY Meeting of Heybridge Basin Parish Council. The meeting will be held at **Plantation Hall, Colchester Road, Maldon, CM9 4AL on Tuesday 28th June 2022 at 5:00pm,** 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: Jenny Sjollema Date: 22nd June 2022

Chair to Heybridge Basin Parish Council.

**AGENDA**

1. **Chairman’s Welcome**
2. **To receive apologies for absence.**
3. **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.**
4. **Annual Governance Review**
5. To note and approve the Annual Internal Audit Report 2021/2022 in the Annual Return (Annual Governance and Accountability Return 2021/2022)
6. To note and approve the Internal Audit Report from Auditing Solutions Ltd for the 2021/2022 financial year
7. To consider date of inspection by Electors and agree any action to be taken.
8. **Councillor Training**
9. To consider a request from Councillor Edmond and agree any action to be taken.

Provisional Date of Next Council Meeting Tuesday 19th July 2022

Clerk Contact details: clerk@heybridgebasinpc.org.uk

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