**HEYBRIDGE BASIN PARISH COUNCIL**

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

You are hereby summoned to attend an EXTRAORDINARY MEETING of the Parish Council to be held at **25 The Colliers, Heybridge Basin, CM9 4SE on Friday 5th November 2021 at 7:00pm** to transact the following business:

Signed: Gemma Lake Date: 4th November 2021

Clerk to the Heybridge Basin Parish Council.

**Please ensure that all mobile phones are switched to silent for the duration of the meeting.**

**AGENDA**

1. **The Chair to open the meeting**
2. **To receive notification from any person attending with the intent to record the meeting.**
3. **To receive apologies for absence.**
4. **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.**
5. **Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and the public be excluded and they are instructed to withdraw.**
6. **Daisy Meadow Car Park**
7. To receive an update regarding the tender process and to agree the action to be taken

Provisional Date of Next Council Meeting Tuesday 16th November 2021

Clerk Contact details: [clerk@heybridgebasinpc.org.uk](mailto:heybridgebasinpc@gmail.com)

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