**HEYBRIDGE BASIN PARISH COUNCIL**

**NOTICE IS HEREBY GIVEN** that the next meeting of the Heybridge Basin Parish Council Village Amenities Working Party will take place on 21st December 2020 commencing at 4.30 pm.

Due to current Covid-19 restrictions this will be a virtual meeting. The meeting is open to the press and members of the public. Details as to how to join the meeting can be obtained by e-mailing the Clerk on the morning of 21st December 2020.

**ALL MEMBERS of the WORKING PARTY ARE HEREBY SUMMONSED** to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Signed: Date: 15th December 2020

John Watson.

Clerk to the Heybridge Basin Parish Council.

**AGENDA**

1. **The Chair to declare the meeting open.**
2. **To receive notification from any persons present of 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. **To sign as a correct record the minutes of the meeting of the Village Amenities Working Party held on 7th December 2020** *(copy circulated previously).*
6. **Forward Planning**
7. To identify matters which the Working Party can bring to the attention of Council as items of concern during the Financial Year 2021-2022.
8. **Future Projects**
9. To discuss items related to the Daisy Meadow car park which might aid the current research under way.
10. To discuss matters relating to village liaison with community groups such as the Sailing Association and others.
11. To identify contacts for key village organisations and discuss relevant terms of reference.
12. **Future Meetings**
13. To identify further meeting dates until April 2021.

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