



To: Members of the Halstead Parish Council Highways and Amenities Committee

You are summoned to attend a meeting of the Parish Council Highways and Amenities Committee on **Monday 18th July at 7pm in The Parish Room** for the purpose of transacting the business listed on the below agenda.

Members of the public are invited to attend.

AGENDA

1. Apologies and absences

Receive and accept apologies for absence

2. Declarations of interest

Receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

3. Minutes of Previous Meeting

Approve minutes of a previous meeting held on 23rd May 2022

4. Public Participation Session

An opportunity for members of the public to raise comments about and comments on items on the agenda. The time for this session is limited to 10 minutes. Raising a question will not guarantee a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given or that the issue raised be considered properly and after time to research the topic, at the next meeting.

5. Resolve upon the installation of a Patio area outside the Pavilion.

6. Updates and any decisions to be made on:

- a. Playground refurbishment contract
- b. Pavilion clock
- c. Tree pruning
- d. Door frame repair
- e. Pavilion outside light fitting

Signed by Louise Dancy