

Agenda

Notice is hereby given that a meeting of **Halstead Parish Council Highways and Amenities Committee** will be held at The Pavilion, Station Road, Halstead TN14 7DH commencing at **7.30pm on Tuesday, 06 June 2023** to transact the under mentioned business, which Councillors are summoned to attend.

1. To receive and accept apologies for absence

Please inform the Clerk if you are unable to attend.

2. To elect the Chair of the committee.

3. Terms of Reference to be agreed.

4. Declarations of interest

To receive any disclosure by members of pecuniary and non-pecuniary interests in matters on the agenda, not previously disclosed.

5. Minutes of previous meetings to be approved.

- a. Halstead Parish Council 06 March 2023

6. Public participation forum

Public may use this time to make comment on items on the agenda. If public wish to make council aware of other issues that require attention, please email clerk@halsteadparish.org.uk or approach members after the meeting.

7. Parish Room

- a. Painting/maintenance
- b. New window (Church Road end)

8. Pavilion

- a. Update on playground installation
- b. Football hire and licence agreement
- c. Cameras on Pavilion
- d. Parking at the Recreation Ground
- e. Securing the car park to stop regular parking
- f. Fencing the car park to protect children
- g. Bins
- h. Parking

9. Cleaning of buildings

- a. Job description for cleaner and responsibilities/duties

10. Allotments

- a. Renewal of annual contracts
- b. Payments

11. Flower beds

12. Highways

- a. Pot holes
- b. Road racing
- c. Bikes