

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 Monday, 25 March 2024** 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. Declarations of interest

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

3. Minutes of previous meetings to be approved.

- a. Halstead Parish Council 29 January 2024

4. Actions from previous meeting

5. 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. Please note this section is limited to 15 minutes, with 3 minutes per parishioner. Only items on the agenda or those emailed to the Clerk (minimum of 24 hours ahead of the meeting) will be discussed.

6. Hall hire bookings:

- a. Risk assessments for regular hirers.

7. Parish Room

- a. Painting/maintenance/repairs to cladding and doors
- b. New window (Church Road end) – review quotes
- c. Wi-Fi – Council to agree a provider from quotes

8. Pavilion

Resolve to conclude the following:

- a. Football - Hiring of Recreation Ground on Sundays
- b. Status of works for agreed repairs
- c. CCTV cameras on Pavilion
- d. Projector
- e. Securing the car park to stop regular parking
- f. Fencing the car park to protect children
- g. Office clear out
- h. Broken memorial bench
- i. Boundary fence repairs and working party
- j. Netball court cleaning

9. Grants

10. Allotments

- a. Renewal of annual contracts – resolve to conclude contracts to be rolling without need for annual renewal. Annual payment to indicate contract renewed.
- b. Payment collection of 2024/25 fee
- c. Reallocation of vacant plots

11. New self-watering planters - Resolve to agree style and location of planters

12. Flower beds – Sponsorship agreements to be reviewed and vacant beds to be allocated.

13. Highways - update

Date of next meeting