



Parish Office
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**Full Council Meeting, Thursday 13th June 2024 at 7.30pm,
Council meeting room, Suite 3, 4 The Limes, Ingatestone, CM4 0BE**

Councillors are summoned to attend the above meeting to deal with the following business. Members of the public and press are warmly welcomed to attend

Meeting ID: 833 4597 6050

Passcode: 623033

Wood
Clerk to the Council

AGENDA

FC24/071	Apologies for Absence
FC24/072	Announcements and Declarations of Interest
FC24/073	Public Participation Session
FC24/074	To approve the Minutes of the Annual Parish Council Meeting held on 13th May 2024
FC24/075	Matters arising for report (but not for resolution) to include
FC24/076	To receive a verbal report from the Borough Councillors and County Councillor
FC24/077	Committee Reports: to receive minutes, verbal reports, and proposals from Committees. <ol style="list-style-type: none"> 1. Planning and Highways 2. Facilities 3. Legal and Finance 4. Personnel 5. Neighbourhood Plan Implementation
FC24/078	Working group updates <ol style="list-style-type: none"> 1. Economic Development <ol style="list-style-type: none"> a. To approve the purchase and installation of a finger post at the Bell Mead Community Garden. 2. Climate Emergency 3. Health and wellbeing 4. Communications 5. Clerk's update on projects
FC24/079	Specific projects and discussions <ol style="list-style-type: none"> 1. Summer Show – to receive an update and volunteers 2. Request for site access by the National Grid Pylon scheme 3. To consider quotes for the resurfacing of Seymour car park 4. To review the Asset register 5. To approve the Health and Safety policy 6. To receive an update on co-option 7. To sign the TP1 form for the transfer of ownership of the Steen Close plot of land
FC24/080	Annual return for the year ending 31st March 2023 <ol style="list-style-type: none"> 1. Council to approve the Annual Governance Statement 2022/23 (Section 1) 2. Council to approve the Accounting Statements 2022/23 (Section 2) 3. To receive the report of the Internal Auditor – Heelis & Lodge
FC24/081	Parish Council financial accounts <ol style="list-style-type: none"> 1. Profit / loss report for May 2024 2. Budget tracker for 2024-2025 3. Payments and receipts for April / May 2024 4. Bank reconciliation for May 2024
FC24/082	To receive verbal reports from councillors attending external meetings
FC24/083	Items for inclusion in the next Agenda
FC24/084	Chairman to close the meeting – next Full Council meeting will be on 11th July 2024, 7.30pm , Council meeting room, Suite 3, 4 The Limes, Ingatestone, CM4 0BE