



# Ingatestone and Fryerning Parish Council

Suite 1 4, The Limes Ingatestone Essex CM4 0BE  
Telephone: 01277 353315

Email: [office@ingatestone-fryerningpc.gov.uk](mailto:office@ingatestone-fryerningpc.gov.uk)  
[www.ingatestone-fryerningpc.gov.uk](http://www.ingatestone-fryerningpc.gov.uk)

**ANNUAL PARISH ASSEMBLY**  
**MEETING TO BE HELD ON Thursday 1<sup>st</sup> June at 7.30pm**  
**VENUE: Parish Rooms, Stock Lane, Ingatestone**

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.

Paul Jeater, Chairman of the Parish Council

## AGENDA

FC17/097	<b>Chairman to welcome Councillors and Parishioners and introduce speaker</b>
FC17/098	<b>Visual talk on "Ingatestone through the Ages" by Cllr David Abrey</b>
FC17/099	<b>Chairman to open formal meeting</b>
FC17/100	<b>Apologies for Absence</b>
FC17/101	<b>Declarations of Interest</b>
FC17/102	<b>To approve the Minutes the Annual Parish Council meeting held on the 8<sup>th</sup> May 2017</b>
FC17/103	<b>Annual return for the year ending 31<sup>st</sup> March 2017</b> <ul style="list-style-type: none"><li>• Council to approve the Annual Governance Statement 2016/17 (Section 1)</li><li>• Council to approve the Accounting Statements 2016/17 (Section 2)</li><li>• To receive the report of the Internal Auditor – Heelis &amp; Lodge</li></ul>
FC17/104	<b>Local Council Award – Foundation Level</b> <ul style="list-style-type: none"><li>• To confirm that the documents listed 1-15 in the Foundation Application form have been achieved and are on the Council's website.</li><li>• To confirm that the documents listed 16-23 in the Foundation Application form have been achieved</li></ul>
FC17/105	<b>Chairman's Report and Accounts</b> <ul style="list-style-type: none"><li>• Chairman's Report</li><li>• Presentation of accounts for the year ending 31<sup>st</sup> March 2017</li><li>• To approve the transfer of £10,000 into each of the two savings accounts to reflect the new 2017 FSCS levels of £85,000</li><li>• To receive questions on the Parish Council accounts</li></ul>
FC17/106	<b>Reports (and last meeting minutes) from Chairmen of Committees</b> <ul style="list-style-type: none"><li>• Churchyards and Environment</li><li>• Policy and Resources To confirm the membership of P&amp;R following the May committee meetings</li><li>• Planning</li><li>• Personnel</li><li>• Communications and IT</li><li>• Charles Cox Trust</li></ul>
FC17/107	<b>Village matters – Public participation session</b>

**On conclusion of the meeting, attendees are invited to join Councillors for refreshments**