



# Ingatestone and Fryerning Parish Council

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**POLICY AND RESOURCES COMMITTEE**  
**MEETING TO BE HELD ON 18<sup>th</sup> September 2017 at 7.30pm**  
**VENUE: Ingatestone Library, High Street, Ingatestone**

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

Clerk to the Council

## **AGENDA**

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| PR17/129 | <b>Apologies for Absence</b>   |
| PR17/130 | <b>Announcements and Declarations of Interest</b>  |
| PR17/131 | <b>Public Participation Session</b>  |
| PR17/132 | <b>To approve the Minutes from the last Meeting held on 21<sup>st</sup> August 2017</b>  |
| PR17/133 | <b>Matters Arising for Report / Information Exchange (not for resolution)</b>  |
| PR17/134 | <b>Report from the Premises Committee</b> <ul style="list-style-type: none"><li>To receive any updates</li></ul>   |
| PR17/135 | <b>Devolution of Powers (Cllr Davey)</b> <ul style="list-style-type: none"><li>To receive any updates</li></ul>  |
| PR17/136 | <b>Finance and Payment approval</b> <ul style="list-style-type: none"><li>To look at the Accounts for the months of August 2017</li><li>To receive the latest bank reconciliations</li><li>To approve payments presented for August / September 2017</li><li>To review the budget tracker for 2017/18</li><li><b>Review of Annual Return feedback received from PKF Littlejohn LLP</b></li></ul> |
| PR17/137 | <b>Office IT system</b> <ul style="list-style-type: none"><li>Acronis Backup Cloud system to comply with GDP Regulations</li><li>Expiration of WiFi licence - options</li></ul>  |
| PR17/138 | <b>Service level agreements</b> <ul style="list-style-type: none"><li>Annual clock service plan offer</li><li>Mail redirection service renewal</li></ul>   |
| PR17/139 | <b>Local Development Plan/ Neighbourhood Plan update</b> <ul style="list-style-type: none"><li>To receive any updates on this matter</li></ul>   |
| PR17/140 | <b>Correspondence received at the Parish Office</b> <ul style="list-style-type: none"><li>Request for questionnaire completion by Essex Highways</li></ul>   |
| PR17/141 | <b>Items for inclusion in the Next Agenda (not requiring resolution or action)</b>   |
| PR17/142 | <b>Chairman to close the meeting</b> <p>The next Policy and Resources Committee will be on 16<sup>th</sup> November at 7.30pm in Ingatestone Library, High Street, Ingatestone, CM4 0BA</p>  |