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Annual Parish Council Meeting, Monday 16 May at 7.30pm,
Seymour Pavilion, New Road, Ingatestone, CM4 0H

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

Wood
Clerk to the Council

AGENDA

FC22/045	Election of Chairman
FC22/046	Chairman to sign Declaration of Acceptance of Office as Chairman
FC22/047	Election of Vice-Chairman
FC22/048	Apologies for Absence
FC22/049	Announcements and Declarations of Interest
FC22/050	Public Participation Session
FC22/051	To approve the Minutes of the Meeting held on 7 April 2022
FC22/052	Matters arising for report (but not for resolution)
FC22/053	Annual return for the year ending 31st March 2021 <ul style="list-style-type: none"> • Council to approve the Annual Governance Statement 2021-2022(Section 1) • Council to approve the Accounting Statements 2021-2022 (Section 2) • To receive the report of the Internal Auditor – Heelis & Lodge
FC22/054	Policy reviews - To review and adopt the <ol style="list-style-type: none"> 1. Standing Orders and Code of Conduct 2. Financial Regulations and Approved payments 3. Freedom of Information policies 4. Equality and Diversity policy 5. To approve the change in the election of Chair and Vice Chair, requiring a written statement in advance
FC22/055	To confirm membership of committees and working groups for the financial year 2022-2023
FC22/056	Parish Council insurance To choose a parish council insurance policy from the quotes presented
FC22/057	Parish Council financial accounts (Clerk) <ol style="list-style-type: none"> 1. To receive the IFPC Annual Report 2021-22 2. Profit / loss report for April 2022 3. Payments and receipts for April / May 2022 4. Bank reconciliation for April 2022 5. To approve the Clerk as Responsible Financial Officer for 2022-2023 6. To confirm bank and savings account signatories 7. To confirm direct debits and bank standing orders 8. To confirm the setting up of a new savings account
FC22/058	Items for inclusion in the next Agenda
FC22/059	Chairman to close the meeting – next meeting will be on 9 th June 2022, 7.30pm location tbc