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**Full Parish Council Meeting**  
**Meeting to be held on Thursday 6<sup>th</sup> September 2018 at 7.30pm.**  
**Ingatestone Library, High Street, 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

 Clerk to the Council

**AGENDA**

FC18/133	<b>Apologies for Absence – for noting but not approval</b>	
FC18/134	<b>Announcements and Declarations of Interest</b>	
FC18/135	<b>Public Participation Session</b>	<i>15 minutes maximum</i>
FC18/136	<b>To approve the Minutes of the Meeting held on 2<sup>nd</sup> August 2018</b>	
FC18/137	<b>Matters arising for report (but not for resolution)</b>	<i>10 mins total</i>
FC18/138	<b>To receive Borough/County Councillor Reports</b>	<i>5 mins per BCllr</i>
FC18/139	<b>Reports of external meetings attended by any Parish Councillor</b>	<i>10 mins per Cllr</i>
FC18/140	<b>Seymour Field and Pavilion update</b> <ul style="list-style-type: none"> <li>• Recent traveller incursion and subsequent actions</li> </ul>	<i>15 minutes</i>
FC18/141	<b>Parish Council apprentice</b> To receive an update on the process so far	<i>10 minutes</i>
FC18/142	<b>Neighbourhood Plan update (Cllr Winter)</b>	<i>10 mins</i>
FC18/143	<b>Committee Reports: to receive minutes from the following Committees:</b> <ul style="list-style-type: none"> <li>• Planning (Cllr Sutton)</li> <li>• Policy and Resources (Cllr Jeater)</li> <li>• Churchyards and Environments (Cllr Blunsten)</li> <li>• Communications and IT (Cllr Jelley)</li> <li>• Personnel (Cllr Winter)</li> </ul>	<i>5 minutes per committee</i>
FC18/144	<b>Parish Council financial accounts (Clerk)</b> <ul style="list-style-type: none"> <li>• To look at the accounts for the month of August</li> <li>• To receive the latest bank reconciliations</li> <li>• To approve the payments for August / September 2018</li> <li>• To review the budget tracker for 2018/19</li> </ul>	
FC18/145	<b>Items for inclusion in the next Agenda</b>	
FC18/146	<b>Chairman to close the meeting – next meeting 4<sup>th</sup> October 2018 at 7.30pm, at Ingatestone Library, High Street, Ingatestone</b>	