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### **Full Parish Council Meeting Agenda**

**Thursday 8 September 2022, 7.30pm, Council Chamber, Suite 3, 4 The Limes, Ingatestone**

Council 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 but can attend via Zoom if preferred.

Meeting ID: 822 7412 6596

Passcode: 106141

*Ward*

**Clerk to the Council**

FC22/073	<b>Apologies for Absence</b>
FC22/074	<b>Announcements, Declarations of Interest, and dispensations</b>
FC22/075	<b>Public Participation Session</b>
FC22/076	<b>To approve the Minutes of the Full Council Meetings held on the 14 July 2022</b>
FC22/077	<b>Matters arising for report (but not for resolution)</b>
FC22/078	<b>To receive a verbal report from the Borough Councillors and Ward Councillor</b>
FC22/079	<b>Committee Reports: to receive minutes, verbal reports, and proposals from Committees.</b> <ol style="list-style-type: none"> <li>1. Planning and Highways (Cllr Poston)</li> <li>2. Facilities (Cllr Whittow-Williams)</li> <li>3. Legal and Finance (Cllr Jeater) <ol style="list-style-type: none"> <li>a. to agree the High Street phone box contract with BT under the Adopt a Kiosk scheme</li> </ol> </li> <li>4. Communications (Cllr Farrant) <ol style="list-style-type: none"> <li>a. to review and approve the amended terms of reference for this committee</li> </ol> </li> <li>5. Personnel (Cllr Pittman)</li> <li>6. Neighbourhood Plan Advisory (Cllr Winter)</li> </ol>
FC22/080	<b>Working group updates</b> <ol style="list-style-type: none"> <li>1. Economic Development (Cllr Batchelor)</li> <li>2. Climate Emergency (Cllr Jeater) <ol style="list-style-type: none"> <li>a. Big Green Week stall in Market Place</li> </ol> </li> <li>3. Health and wellbeing (Cllr Marston) <ol style="list-style-type: none"> <li>a. Warm Place project for Seymour Pavilion (Cllr Jeater)</li> <li>b. Use of the council offices for Community purposes on a Monday and Friday (Cllr Marston)</li> </ol> </li> </ol>
FC22/081	<b>Specific projects and discussions</b> <ol style="list-style-type: none"> <li>1. Summer show discussion and possible committee set up for future event.</li> <li>2. Update on Co-option and Recruitment processes (Clerk)</li> <li>3. To agree the grant award for the Artisan Market (Cllr Hart)</li> <li>4. Sale of chairs in Seymour disabled toilet (Clerk)</li> </ol>
FC22/082	<b>Parish Council financial accounts (Clerk)</b> <ol style="list-style-type: none"> <li>1. To review the bank statement and reconciliation for August 2022</li> <li>2. To review the profit and loss report for August 2022</li> <li>3. To approve payments and receipts for August / September 2022</li> <li>4. To review the budget tracker report for 2022/23</li> <li>5. To receive the External audit report from PKF Littlejohn for 2021/22</li> </ol>
FC22/083	<b>To receive reports of external meetings attended by any Parish Councillor</b>
FC22/084	<b>Items for inclusion in the next Agenda</b>
<b>Having regard to the confidential nature of the business to be transacted, it is RESOLVED that the meeting is now not open to the Press and Public pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960</b>	
FC22/085	<b>To agree the licence with the Cricket Club</b>
FC22/086	<b>Chairman to close the meeting – next meeting is 13 October 2022, Council Chambers, Suite 3, 4 The Limes, Ingatestone, CM4 0BE</b>