



Full Parish Council Meeting, Thursday 13th April 2023, 7.30pm, Council Chambers, Suite 3, 4 The Limes

Council members are summoned to attend the above meetings to deal with the following business.

Members of the public and press are warmly welcome to attend.

Meeting ID: 885 5346 4689 Passcode: 389193

Michael

Clerk to the Council

FC23/045	Apologies for Absence
FC23/046	Announcements and Declarations of Interest
FC23/047	Public Participation Session
FC23/048	To approve the Minutes of the Full Parish Council Meetings held on 9th March 2023
FC23/049	Matters arising for report (but not for resolution)
FC23/050	<p>Committee Reports: to receive minutes, verbal reports, and proposals from Committees.</p> <ol style="list-style-type: none"> 1. Planning and Highways <ol style="list-style-type: none"> a. to approve the request to LHP for speed restrictions and roundabouts along Roman Road 2. Facilities 3. Legal and Finance 4. Communications 5. Personnel <ol style="list-style-type: none"> a. To ratify the recommendations relating to the recent job evaluation study undertaken by Council HR & Community Governance Ltd 6. Neighbourhood Plan Implementation
FC23/051	<p>Working group updates</p> <ol style="list-style-type: none"> 1. Economic Development 2. Climate Emergency 3. Health and wellbeing <ol style="list-style-type: none"> a. To approve the adoption of a further new bench in St Edmund and St Mary's churchyard as a PC asset.
FC23/052	<p>Specific projects and discussions</p> <ol style="list-style-type: none"> 1. To confirm the re-appointment of JPB Landscapes as Parish Council Grounds Maintenance Contractors for 3 years + 1 at a cost of £47604.38 +VAT per annum. 2. To receive the latest financial report from the Ingatestone Museum Trust for the period 1st January – 31st March 2023. 3. To confirm the amended revenue budget which now includes the new grounds maintenance costings. 4. To confirm the capital expenditure and special projects currently identified for this financial year 5. To confirm the Reserves and Investment policies for 2023/24 6. To approve the Data Protection, Privacy Notice and Document Retention Policies 7. To approve the parish council complaints policy 8. To approve the suite of Risk Assessments 9. To approve the committee and working party terms of reference 10. To discuss the Annual Assembly scheduled for the 23 May 2023
FC23/053	<p>Parish Council financial accounts (Clerk)</p> <ul style="list-style-type: none"> • Profit / loss report for March 2023 • To approve payments and receipts for April 2023 • To confirm the bank signatories for Unity Trust and savings accounts
FC23/054	To receive reports of external meetings attended by any Parish Councillor
FC23/055	Items for inclusion in the next Agenda
FC23/056	Chairman to close the meeting – next meeting is the Annual Parish Council Meeting on Thursday 18 th May 2023, 7.30pm, Council Chambers, Suite 3, 4 The Limes, Ingatestone, CM4 0BE.