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**COMMUNICATIONS COMMITTEE**  
**MEETING TO BE HELD ON 6 February 2023 at 7.30pm**  
**VENUE: Ingatestone and Fryerning Parish Council Chambers**

Committee members are summoned to attend the above meetings to deal with the following business. Members of the public and press are warmly welcomed to attend

Clerk to the Council

**AGENDA**

COM23/14	Apologies for absence
COM23/15	Announcements and declarations of interest
COM23/16	Public participation session <i>15 minutes maximum (to be divided equally between those wishing to speak)</i>
COM23/17	To approve the minutes of the Communications Committee meeting held on 9 January 2023
COM23/18	Matters arising for report but not for resolution
COM23/19	To plan the next hard copy newsletter
COM23/20	To discuss a new resident/business welcome pack proposed by Brentwood Borough Council
COM23/21	To discuss the update on the three developments
COM23/22	To discuss the residents questionnaire
COM23/23	To discuss the communications for the upcoming local elections
COM23/24	Communications based review of the Action Plan (Cllr Winter)
COM23/25	Items for inclusion in the next agenda.
COM23/26	Chair to close the meeting The next meeting date is to be confirmed. The meeting will be held at the Ingatestone and Fryerning Parish Council Chambers, Suite 2, 4 The Limes, CM4 0BE