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Annual Parish Council Meeting, Monday 18 May at 7.30pm,
Council meeting room, Suite 3, 4 The Limes, Ingatestone, CM4 0BE

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

Meeting ID: 870 9256 0316

Passcode: 143358

Wendy Clerk to the Council

AGENDA

FC23/057	Election of Chairman
FC23/058	Chairman to sign Declaration of Acceptance of Office as Chairman
FC23/059	Election of Vice-Chairman
FC23/060	To resolve to accept Declaration of Acceptance of Office forms from absent councillors no later than the 8th June 2023.
FC23/061	Apologies for Absence
FC23/062	Announcements and Declarations of Interest
FC23/063	To declare General Power of Competence
FC23/064	To resolve to commence co-option for the three vacant seats
FC23/065	Public Participation Session
FC23/066	To approve the Minutes of the Meeting held on 13 April 2023
FC23/067	Matters arising for report (but not for resolution)
FC23/068	Annual return for the year ending 31st March 2023 <ol style="list-style-type: none"> 1. Council to approve the Annual Governance Statement 2022/23 (Section 1) 2. Council to approve the Accounting Statements 2022/23 (Section 2) 3. To receive the report of the Internal Auditor – Heelis & Lodge
FC23/069	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 Terms of Reference for Economic Development Working Group 6. Parish questionnaire and action plan update <ul style="list-style-type: none"> o To discuss the future of the working groups following the questionnaire results (Cllr Jeater)
FC23/070	To confirm membership of committees for the financial year 2023-2024
FC23/071	Parish Council insurance To note the 2 nd year of a 3-year agreement for insurance
FC23/072	Parish Council financial accounts (Clerk) <ol style="list-style-type: none"> 1. To receive the IFPC Annual Report 2022-23 2. Profit / loss report for April 2023 3. Payments and receipts for April / May 2023 4. Bank reconciliation for April 2023 5. Budget tracker for 2023/24 6. To approve the Clerk as Responsible Financial Officer for 2023-2024 7. To confirm direct debits and bank standing orders
FC23/073	Items for inclusion in the next Agenda
FC23/074	Chairman to close the meeting – next meeting will be on 8 th June 2023, 7.30pm, Council meeting room, Suite 3, 4 The Limes, Ingatestone, CM4 0BE