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**COMMUNICATIONS COMMITTEE**  
**MEETING TO BE HELD ON 5 June 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**

COM23/50	<b>To elect a Chair for the committee</b>
COM23/51	<b>To elect a Vice-Chair</b>
COM23/52	Apologies for absence
COM23/53	Announcements and declarations of interest
COM23/54	Public participation session <i>15 minutes maximum (to be divided equally between those wishing to speak)</i>
COM23/55	To approve the minutes of the Communications Committee meeting held on 3 April 2023
COM23/56	Matters arising for report but not for resolution
COM23/57	To receive an update on the newsletter and e-bulletin
COM23/58	To discuss the promotion of the Summer Show
COM23/59	To discuss upcoming projects and events
COM23/60	Items for inclusion in the next agenda
COM23/61	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