



# Theydon Bois Parish Council

Parish Office, The Village Hall, Coppice Row,  
Theydon Bois, Essex CM16 7ER

Clerk to the Council: Mrs Jennifer Endean  
Deputy Clerk: Mrs Julia Gale  
Planning Clerk: Mrs Jane Sounes

**To: Members of Theydon Bois Parish Council**

21<sup>st</sup> July 2023

The meeting will be held in the Small Hall at the Village Hall.

You are hereby summoned to attend the Full Council Meeting of Theydon Bois Parish Council at Theydon Bois Village Hall at **7.30pm on Thursday 27<sup>th</sup> July 2023** for the purpose of transacting the following business:

Jennifer Endean  
Clerk to the Council

## **Agenda Full Council Meeting**

- 1. Apologies for Absence.**
- 2. To discuss & approve the Minutes of the Parish Council Meeting held on Thursday 29<sup>th</sup> June 2023.**
- 3. Disclosure of Interests with regard to specific items on the Agenda** (existence of any Disclosable Pecuniary Interest, or existence and nature of Other Pecuniary Interest or a Non-Pecuniary Interest). The Council has adopted the Essex Public Law Partnership Code of Conduct.
- 4. Public Participation session with regard to specific items on the Agenda.**
- 5. Clerk's Report – Correspondence.**
- 6. Reports from District/County Councillors.**
- 7. Reports from Parish Council representatives on outside organisations.**
- 8. To discuss Parish Council response to complaints from members of the public about poor service at the Theydon Bois Post Office.**
- 9. Finance Committee**
  - 9.1 To approve the payments made since the last meeting.
- 10. Planning Committee**
  - 10.1 To receive an update on planning matters since the last Meeting.

**11. Highways, Cemetery and Environment Committee**

11.1 To receive an update on Highways, Cemetery and Environment matters within the Village.

**12. Community Engagement Committee**

12.1 To receive an update on Community Engagement matters within the Village.

**13. Any Other Urgent Business for report (without decision)**

Please note that no decisions can be lawfully made under this item. The Local Government Act 1972 section 12 10 (2) (b) states that business must be specified; therefore, the Council cannot lawfully raise matters for decision.

**14. Public Participation session with regard to items of interest to the Parish.**

Signed: ..... Jennifer Endean Clerk to the Council

Dated 21<sup>st</sup> July 2023