



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

23rd September 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 28th September 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 27th July 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 and approve Resident of the Year award.**
- 9. Finance Committee**
 - 9.1 To approve the payments for August and September.
 - 9.2 To review and approve Risk Management Strategy.
 - 9.3 To Note the completion of the External Audit and issue of AGAR 3 Certificate.
 - 9.4 To discuss and approve payment of £750 Churchyard Maintenance Grant.
- 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 23rd September 2023