



Theydon Bois Parish Council

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

Clerk to the Council: Mrs Julia Gale
Assistant Clerk to the Council Sarah Gysbers
Planning Clerk: Mrs Jane Sounes

To: Members of Theydon Bois Parish Council

10th May 2024

You are hereby summoned to attend the Annual Meeting of Theydon Bois Parish Council at Theydon Bois Village Hall at **7.30pm, in the Small Hall, on Thursday 16th May 2024** for the purpose of transacting the following business:

Julia Gale
Clerk to the Council

Agenda Annual Meeting

1. Election Of Chair.

- 1.1 To Propose and Second nominations for the office of Chairman of the Council and, if there is more than one nominee, to vote thereon.
- 1.2 To execute the declaration of acceptance of office of Chairman of the Council.

2. Election of Vice Chair

- 2.1 To Propose and Second nominations for the office of Vice-Chairman of the Council and, if more than one nominee, to vote thereon.

3. Apologies for Absence.

4. To discuss and approve the Minutes from the Parish Council Meeting held on 25th April 2024.

5. Committees and outside bodies.

- 5.1 To discuss and agree Committees and members.
- 5.2 To appoint representatives on Outside Bodies.

6. 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.

7. Clerks Report.

8. Reports from Parish Council representatives on outside organisations.

9. Finance Committee

9.1 To receive annual report.

10. Planning Committee

10.1 To receive annual Report.

11. Highways, Cemetery and Environment Committee

14.1 To receive annual report.

12. Community Engagement Committee

15.1 To receive annual report.

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 with regard to items of interest to the Parish

Signed: Julia Gale Clerk to the Council

Dated 10th May 2024