WRITTLE PARISH COUNCIL

Clerk to the Council – Lauretta Fox
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Councillors are summoned to attend a meeting of Writtle Parish Council Executive & Finance Committee that will be held on Monday, 13 June 2022 at 7.30pm in the Parish Office.

The press and the public are cordially invited to attend

AGENDA

E&F22/23.01 **Public Forum.** There will be 15 minutes available for public question time limited to 2 minutes maximum per person.

E&F22/23.02 **Apologies for absence.** The Clerk to advise of apologies for absence

E&F22/23.03 **Minutes of the last meetings.** The Chairman to ask for a proposer and seconder to approve the minutes of the meetings held on 14 March 2022 as a true and correct record (Appendix 1).

E&F22/23.04 **Declaration of Interests.** All members are reminded that they must disclose any interest that they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. They are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting, if they have not previously notified her of it.

E&F22/23.05 **Terms of Reference.** To agree the Terms of Reference for the committee. (Appendix 2).

E&F22/23.06 **Budget reports.** To note the latest budget report to end 31 May 2022 and consider any actions (Appendix 3).

E&F22/23.07 **Budget 2023/24.** To consider budget setting for the next financial year (Appendix 4).

E&F22/23.08 **CIL money.** To consider the recently received CIL money.

E&F22/23.09 **National Grid Pylon Consultation.** To confirm the council's response.

E&F22/23.10 **Legionella works.** To agree to use the current contractor for all additional works.

E&F22/23.11 **CILCA Training.** To note the Clerical Officer's success in her CILCA training.

E&F22/23.12 **Additional meeting.** To consider an additional E&F meeting in September.

E&F22/23.13 **Date of the next meeting.** The next meeting is on Monday, 21 November 2022

Signed *Lauretta Fox* **Date** 8 June 2022