WRITTLE PARISH COUNCIL

Clerk to the Council – Lauretta Fox
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Councillors are summoned to attend the meeting of the Writtle Parish Council Executive & Finance Committee that will be held on Monday, 21 November 2022 at 8.15pm in the Parish Office

Distribution: Members of Writtle Parish Council as follows:
Councillors: C Sloman (Chair), I Nicholls (Vice Chair), S Bell, P Cracknell, S Emery, S Massey

The press and the public are cordially invited to attend

AGENDA

E&F22/23.45 **Public Forum.** There will be 15 minutes available for public question time limited to 2 minutes maximum per person.

E&F22/23.46 **Apologies for absence.** The Clerk to advise of apologies for absence

E&F22/23.47 **Minutes of the last meeting.** The Chairman to ask for a proposer and seconder to approve the minutes of the meetings held on 24 October 2022 as a true and correct record (Appendix 1).

E&F22/23.48 **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&F22/23.49 **Progress check.** To discuss any outstanding E&F actions (Appendix 2)

E&F22/23.50 **Budget for 2023-24.** To receive the reports on the current financial year and consider the draft budget for 2023/24, prior to it being discussed at the full Council meeting on December 5, 2022.

E&F22/23.51 **National Salary Award.** To note the Local Government Association's pay increase with effect from 1 April 2022.

E&F22/23.52 **Date of the next meeting.** The next meeting is on Monday, 13 March 2023

Signed *Lauretta Fox* **Date** 16 November 2022