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, 24 October 2022 at 7.00pm 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&F22/23.35 **Public Forum.** There will be 15 minutes available for public question time limited to 2 minutes maximum per person.

E&F22/23.36 **Apologies for absence.** The Clerk to advise of apologies for absence

E&F22/23.37 **Minutes of the last meeting.** The Chairman to ask for a proposer and seconder to approve the minutes of the meetings held on 26 September 2022 as a true and correct record (Appendix 1).

E&F22/23.38 **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&F22/23.39 **Progress check.** To discuss any outstanding E&F actions (Appendix 2).

E&F22/23.40 **Budgets for 2023/24.** To review budget for 2023/24 (Appendix 3).

E&F22/23.41 **Hire charge for event on the Green.** To consider the correspondence regarding the hire charge for 2023/24.

E&F22/23.42 **Exclusion of Press and Public**
The E&F Committee is recommended to approve the following resolution:
In accordance with S.1 of the Public Bodies (Admission to Meetings) Act 1960 the Press and Public be excluded from the meeting for the duration of the following item(s) on the basis that the information to be disclosed would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

E&F22/23.43 **Lease with WSSC**. To receive an update.

E&F22/23.44 **Date of the next meeting.** The next meeting is on Monday, 21 November.

Signed *Lauretta Fox* **Date** 19 October 2022