



Chairman Mr Peter Irvine

Dear Councillor

NOTICE OF MEETING

I HEREBY GIVE YOU NOTICE THAT YOU ARE SUMMONED TO ATTEND an Ordinary Meeting of the Little Baddow Parish Council which will be held at The Memorial Hall, Little Baddow on **Thursday the 3rd day of June, 2021 at 7:30pm.**

I Wardle (Parish Clerk)
May 27th, 2019

AGENDA

1. Apologies for Absence
2. Declaration of Interests
3. To approve the minutes of the 6th May, 2019 meeting
4. Matters from Prior Meetings (for information)
5. Public Question Time
6. Development in the Village:
 - Summary of Planning applications (For Information)
 - Planning Application Review Process
7. Payment of Accounts (Clerk) - Agree expenditure items for May
8. Receive and approve the Internal Audit Report
9. Review and approve the Annual Governance & Accountability Return - Sections I and II
10. Approve a grant of £1,500 for the Little Baddow Sports Club to support the proposed Village Event
11. Review the proposed Facilities Manager appointment
12. Discuss and approve removal of Councillor telephone numbers from website and notice boards
13. Drains, Holybread Lane – resident complaints
14. Handyman Schedule – review and approve task list
15. Discuss and agree future meeting agenda items – time allowed - 15 minutes
16. Date of next meeting: **Thursday 8th July, 2021 at 7:30pm**

The Public and Press are cordially invited to be present

(Due to Covid-19 public attendance will be limited to 5 people and the wearing of masks and maintaining 2m social distancing is mandatory)

Little Baddow Parish Council
The Memorial Hall, North Hill, Little Baddow, Chelmsford, Essex CM3 4TA
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