



LAMBOURNE PARISH COUNCIL

www.lambourneparishcouncil.org

Serving the Communities of Abridge & Lambourne End

To Members of the Council

As of 5th May 2023 you are summoned to attend an Annual Parish Council Meeting being held on

Thursday 11th May 2023 at 7.15pm

The Public are cordially invited to attend Meeting to be held at Abridge Village Hall

Tony Carter

Clerk to the Council

AGENDA

1) ELECTION OF CHAIRMAN

To agree the Chair for 2023/2024 and for the Declaration of Acceptance of Office to be signed.

2) APOLOGIES FOR ABSENCE

3) DECLARATIONS OF INTEREST

To make any declarations of interests relating to items on the agenda.

4) ELECTION OF VICE CHAIRMAN

To agree the Vice Chair for 23/24.

5) CHAIRMAN'S / RETIRING CHAIRMAN'S REPORT

To note a report from the Chairman

6) ELECTION OF REPRESENTATIVES TO SERVE ON THE FOLLOWING COMMITTEES

Stapleford Airfield Consultative Committee, Abridge/Lambourne End Churchyard Committee, Epping Forest Countryside Liaison Group
Epping Forest Local Councils Liaison Committee & Epping Forest Association of Local Councils, Transport Committee, Abridge Village Hall Trustees, Tree Warden Liaison, Flood Warden, Highways, Planning Enforcement, Environmental / Landscaping Committee, Christmas Lights Committee

7) PUBLIC CONSULTATION

There will be 15 minutes available for public question time



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8) MINUTES OF THE LAST MEETING

To approve as a correct record the minutes of the meeting on 19th April 2023.

9) CLERKS REPORT

To note the report from the Clerk.

10) ANNUAL GOVERNANCE STATEMENT

To note and the Chairman sign the Annual Governance statement.

11) ANNUAL ACCOUNTING STATEMENT

To note and the Chairman to sign the Annual Accounting Statement.

12) PLANNING

13) CORRESPONDENCE

14) UPDATE FROM DISTRICT CLLR & COUNTY COUNCILLOR

To note any reports from the District & County Councillors.

15) HIGHWAYS ISSUES / REPORT

To note any new Highways Issues.

16) PARISH COUNCIL INSURANCE

To confirm that the Parish Council will renew the insurance with Zurich.

17) GRASS CUTTING IN THE PARISH

To discuss the grass cutting contracts at the Church and Village Hall.

18) POST INSTALLATION PLAYGROUND INSPECTION

To note the Inspection and decide the next steps.

19) ANNUAL PLAYGROUND INSPECTIONS

To note and consider the Annual Playground Inspections.

20) REPORT OF RESPONSIBLE FINANCIAL OFFICE

- a) Bank Reconciliation
- b) To authorise payment of cheques listed on RFO Report

21) INFORMATION EXCHANGE OR ITEMS FOR NEXT MEETING

22) DATE OF NEXT MEETING – JUNE 14th 2023, ABRIDGE VILLAGE HALL