

LATCHINGDON PARISH COUNCIL

Mrs. Nikki Harman
Clerk to the Council
Parish Room
Latchingdon Village Hall
Burnham Road
Latchingdon
Essex, CM3 6EX

Telephone No: 07506026704

email: Latchingdonpc@yahoo.co.uk

website: <http://www.essexinfo.net/latchingdon-parish-council/>

Face book page: <https://facebook.com/pages/Latchingdon-Parish-Council/>

01 November 2019

Dear Councillor,

You are summoned to attend the NEW LATCHINGDON VILLAGE HALL COMMITTEE MEETING to be held at the Parish Room in the **VILLAGE HALL**, on **Thursday 7 November 2019** commencing at **9.00 p.m.** when the following business is proposed to be transacted.

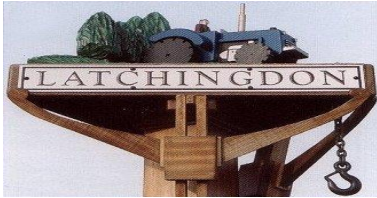
Yours sincerely,

Nikki Harman

Nikki Harman
Parish Clerk/RFO

1. **TO ACCEPT ANY APOLOGIES**
2. **TO REVIEW AND ACCEPT MINUTES OF THE PREVIOUS MEETINGS HELD ON 03 OCTOBER 2019**
3. **DECLARATION OF INTERESTS**
Opportunity for Councillors to Declare an interest in any item(s) on the agenda in accordance with the Council's Code of Conduct.
Councillors are reminded that if their interests have changed then they have an obligation to update their form at the District Council within 28 days of that change.
4. **PUBLIC SESSION**
(No decisions can be made under this heading – and time designated should be no more than 15 minutes – items requiring a decision should be put on Agenda for next meeting.)
5. **TO NOTE UPDATE FROM CLERK REGARDING MEETING WITH INKPEN DOWNIE ON 25 OCTOBER 2019**
6. **TO DISCUSS AND REVIEW PROJECT TIMELINE AND ACTIONS FROM PREVIOUS MEETING FROM 03 OCTOBER 2019.**

Parish Clerk -Parish Room
Latchingdon Village Hall, Burnham Road, Latchingdon, Essex, CM3 6EX
Telephone: 07506026704



LATCHINGDON PARISH COUNCIL

- 7. ASSIGN NEW TASKS AND RESPONSIBLE PERSON(S)**
- 8. TO AGREE DATE OF NEXT MEETING & ANY ITEMS FOR THE NEXT AGENDA.**