



HOCKLEY PARISH COUNCIL

The Old Fire Station, 58 Southend Road, Hockley, Essex, SS5 4QH

Telephone: 01702 207707 e-mail: enquiries@hockley-essex.gov.uk

Website: hockley-essex.gov.uk

Forward Plan Committee Members:

Cllr. N. Boxall
Cllr. B. Thorogood

Cllr. P. Meacham
Cllr. L. Vingoe

Minutes from the online Forward Plan Committee meeting held on Tuesday 20th October 2020 at 7.00pm.

Present:	<u>Chairman:</u>	Cllr. P. Meacham
	<u>Councillors:</u>	Cllr. B. Thorogood Cllr. V. Randall (ex-officio, voting)
	<u>Officers:</u>	Kelly Holland, Clerk
	<u>Members of the public:</u>	None

The Chairman welcomed everyone to the Committee meeting.

FOR20/14 Apologies for absence

Apologies were received from Cllr. N. Boxall and Cllr. L. Vingoe.

RESOLVED that the apologies be accepted.

FOR20/15 Minutes

As Cllr. Randall was not present at the committee meeting held on 8th October 2020 she was unable to vote on the acceptance of the minutes for that meeting. This resulted in an inquorate vote therefore the item would be deferred to the next meeting of the committee.

FOR20/16 Declarations of Interests

None declared.

FOR20/17 Public Participation Session

None present.

FOR20/18 Mission Statement

Members discussed the suggested amendment to the mission statement to read:

Hockley Parish Council is committed to be a council with a brave forward

Hockley Parish Council is committed to becoming a council with a brave forward vision to create and maintain a vibrant and inclusive community in Hockley

vision to create and maintain a vibrant and inclusive community in Hockley

Whilst the change was minor, the committee were mindful that the council must remain open, transparent and consistent and that the amendment should be brought to the attention of the Full Council.

FOR20/19 **Terms of Reference**

The Committee were presented with two versions of the draft terms of reference, members considered each point and suggested revisions.

RESOLVED that the amendments be made to the document and considered at the next meeting of the committee.

FOR20/20 **Items for the next agenda**

To consider the amended Terms of Reference
To consider the requirements of the Quality and Gold accreditations of the Local Council Awards scheme

FOR20/21 **Date of future meetings**

The next meeting of the Forward Plan Committee will be held on Thursday 12th November at 7pm.

The meeting closed at 8.26pm

Signed: _____
Chairman

Date: _____