



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. P. Meacham

Cllr. B. Thorogood

Cllr. L. Vingoe

Members of the Forward Plan Committee are hereby summoned to attend the online Forward Plan Committee meeting on Thursday 8th October 2020 at 7.00pm for the purpose of transacting the following business. **Members of the press and public are welcome to attend and should contact the Clerk before 3pm on the day of the meeting to request access to the online meeting.**

K Holland

Mrs Kelly Holland
Clerk to Hockley Parish Council

1st October 2020

Please note that under the Local Government Act 1972 Schedule 12 paragraph 10 (2) (b), the Council cannot lawfully decide any matter that is not specified on the agenda. Should you require additional information on any agenda item please advise the Clerk by 1pm on the working day preceding the meeting.

AGENDA

1. Election of Committee Chairman.

2. Apologies for absence

3. Working Group Notes

The Forward Plan Working Group had been reconstituted as a Committee of the Council at the Full Council meeting held on 28th September 2020. Members to receive the notes from the Forward Plan working group meeting held on 10th September 2020 (previously circulated).

4. To receive member's declarations of interests in items on the agenda.

5. Public Participation session

There will be 15 minutes available where members of the public may speak regarding items on the agenda. A maximum of 3 minutes per speaker will be permitted.

6. Terms of Reference

To consider the terms of reference set for the working group and make necessary amendments that do not affect the Council's budget following the reconstitution to a Committee of the Council (previously circulated).

7. Meetings Schedule 2020/21

To agree a meeting schedule for the Committee.

8. Committee Budget

To consider potential budget requests for the 2021/22 budget.

9. Mission Statement

All members of the office staff have been instructed to include the mission statement on all Council documentation. It will also be included on the Parish Council's website.

10. Member's Aspirations Survey

To consider the responses to the member's survey (to be circulated at the meeting).

11. Local Council Awards and Forward Planning

The application for the foundation award was being considered by the Essex Association of Local Councils. Members to consider the requirements of the Quality and Quality Gold awards and discuss ways to meet the criteria.

12. Items for next agenda

13. Date of future meetings

The next meeting of the Communities Committee is on Monday 11th January 2021.