



## THAXTED PARISH COUNCIL

The Community Hall, Newbiggen Street, Thaxted, Dunmow, Essex CM6 2QT

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All members of the Council are summoned to attend the EXTRAORDINARY FULL COUNCIL MEETING of THAXTED PARISH COUNCIL to be held at THE GUILDHALL, THAXTED on THURSDAY 4<sup>TH</sup> JUNE 2026 at 7:30 pm

THE PRESS AND PUBLIC ARE CORDIALLY INVITED TO ATTEND

### Meetings and the public

The agenda may be in two parts. Most of the business will be dealt with in Part I, which is open to the public. Part II (if applicable) includes items which may be discussed in the absence of the press and public, as they deal with information which is personal or sensitive for some other reason. The press and public will be asked to leave the meeting before Part II items are discussed.

### General Data Protection Regulations (GDPR) 2018:

For details of the Parish Council's Privacy Notice, please visit our website: <https://www.thaxted-pc.gov.uk>

*Dena Oxley*

Clerk & RFO – 29th May 2026

## AGENDA

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### PART I – Business open to the press and public

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1. **Apologies for Absence**  
To note apologies for absence.
  
1. **Minutes**  
**Annual Full Council Meeting of 21<sup>st</sup> May 2026**  
To approve the minutes of the Full Council meeting held on 21<sup>st</sup> May 2026 as a true and accurate record of the meeting.
  
2. **Nomination of Assistant Clerk as Deputy Proper Officer and Deputy Responsible Financial Officer**  
To consider and resolve to nominate the Assistant Clerk to undertake the functions of the Proper Officer under Standing Order 15(a)(ii), and to appoint the Assistant Clerk to undertake the functions of the Responsible Financial Officer under Standing Order 16(a), during any period in which the substantive postholder is absent.  
*Supporting papers: Officer's Report and draft Resolution (Appendix A)*
  
3. **Date and Time of Next Meeting**  
To determine the date and time of the next meeting of the Full Council.