



Danbury Parish Council

Parish Office Old School House, Main Road, Danbury, Essex, CM3 4NQ

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9 September 2024

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12, paras 10 (2)(b) you are summonsed to attend the **Health and Wellbeing Committee** meeting of the Danbury Parish Council. The meeting will be held at the **Parish Office, Main Road, Danbury** on **Monday 16 September 2024** commencing at **7.30 pm**.

Yours sincerely

Michelle Harper

Ms M Harper
Clerk to Danbury Parish Council

Distribution: Members of Health and Wellbeing Committee as follows:

Councillors: B Hallett, S Berlyn, A Chapman, L Naggs, and P Sutton

AGENDA

24/25.15 Election of Chair

24/25.16 Election of Vice Chair

24/25.17 Apologies for absence

24/25.18 Declarations of Interest

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time.

24/25.19 Public Question Time

Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representation through the Chairman of the meeting.

24/25.20 To approve Minutes of the Health & Wellbeing Committee meetings held 19 June 2024

To approve minutes of the Health & Wellbeing Committee meetings held 19 June 2024

24/25.21 Actions from the Minutes

To note actions (Appendix 1)

24/25.22 Health and Wellbeing Event

To review the documents and plan for the Health and Wellbeing Event

Operational Plan for the Health and Wellbeing event (Appendix 2a); Risk Assessment (Appendix 2b) and Emergency Procedures (Appendix cd)

24/25.23 United In Kind – Wellbeing Packs

24/25.23.1 To receive further information on the Wellbeing Packs from United in Kind

24/25.23.2 To consider the purchase of branded tote bags (Appendix 3)

24/25.24 Danbury Medical Centre

To receive an update on the meeting held with Dr Dollery

24/25.25 Community Activities Information

To receive update on the publication of the local organisations and groups (Appendix 4)

24/25.26 Projects

To consider projects to be put forward for an allocation in respect of the community benefit fund and donation expected to be received by the Parish Council

24/25.27 Budget 2025/26

To note that the budget for 2025/26 will be discussed at the next meeting of the Committee and any suggestions need to be submitted to the Clerk by the end of October

24/25.28 Community Engagement

Committee to highlight any issues they believe residents should be made aware of

24/25.29 Matters for Report (for information only)

To note information

24/25.30 Dates of next meeting

Wednesday 4 December 2024 to be held at the Parish Office at 7.30pm