


COLDWALTHAM PARISH COUNCIL ANNUAL MEETING

**Tuesday 14th May 2024 at 7.30pm
at Sandham Hall, London Road, Coldwaltham**

To: ALL MEMBERS OF THE COUNCIL

**You are hereby summoned to attend the above meeting of the Council,
at which the business outlined below is proposed to be transacted.**

Signed: 
Clerk to Coldwaltham Parish Council

Date: 8th May 2024

ATTENTION: the public have a right to attend this meeting and will be given an opportunity to speak with council at the meeting. Members of the public wishing to speak on any item set out on this agenda must inform the parish clerk no later than 12 noon the day prior to the meeting.

AGENDA

- To elect Chairman & Vice Chairman:** To elect Chairman and Vice-Chairman of the Parish Council for the ensuing municipal year and to receive the signed Declaration of Acceptance of Offices of the Chairman & Vice Chairman.
- Apologies for Absence:** To receive and approve reasons for any apologies for absence.
- To receive any declarations of interest from Members and confirm whether personal or prejudicial, and any changes to their last Declaration of Interests:** to receive the annual Register of Members' Interests update from councillors.
- To approve and sign as correct, the record of the previous meetings held on 12th March 2024, and planning meeting on 26th March 2024**
- Parish Council Year:**
 - For the Council to review and approve the current policies: Standing Orders, Financial Regulations, Publication Scheme and Members' Code of Conduct: for council to confirm the current policies.
 - Confirm roles within the Parish Council, make new appointments to outside bodies and confirm Piscary Bailiffs for the year: - previous list distributed.
- 2023/24 Year End Accounts**
 - Internal Audit Report:** to receive the report from the Internal Auditor for the year ending March 2024.
 - Annual Governance Statement,** to review and confirm the internal financial controls for the year ending March 2024.
 - Accounts Statements:** To approve accounts for Year Ending March 2024 and sign off accounts and approve and sign the Certificate of Exemption for the external auditors.
- Finance**
 - Report on current balances for Parish Council and Alban Head Playing Fields.
 - Authorisation of payments: List to be distributed prior to the meeting.
- Items from Members of the Council/Parish Clerk.**
- Next Meeting Date:** next meeting Tuesday 16th July 2024 at the Sandham Hall

**For any further information, please contact the clerk, Dona Sherlock-Fuidge
via: coldwalthampc@btinternet.com**