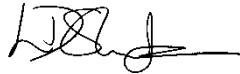


COLDWALTHAM PARISH ANNUAL COUNCIL MEETING

**Tuesday 14th May 2019 at 7.30pm
at St James School, Church Lane, 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 2019

AGENDA

1. **Public Participation** – to receive comments from members of the public on any items included on this agenda.
2. **Clerk to receive signed Declaration of Acceptance of Office from all Members of Council.**
3. **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.
4. **Councillors to complete Register of Members' Interest to Declare Any Declarations of Disclosable Pecuniary Interest as Members:** To ensure that all Members complete their Register for the meeting.
 - And to receive Councillors declarations of interest on any of the agenda items.
5. **To receive and accept apologies and reasons for absence.**
6. **To approve and sign as correct the records of the following meetings:**
 1. **Parish Council Meeting** held on previous meeting 12th March 2019.
 2. **Planning Meeting** held on 28th March 2019
7. **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.
 - Health & Safety Issues: to review and approve the Clerk's Annual Review of Risk Assessment.
 - Confirm roles within the Parish Council and make new appointments to outside bodies: - previous list distributed.
 - To confirm Piscary Bailiffs for the coming year; Mr S Dudman, Mr O Dudman & Mr C Smithson.
8. **2018/19 Year End Accounts**
 1. **Year 2018/19 Annual Governance Statement**, to review and confirm the internal financial controls for the year ending March 2019.
 2. **Year 2018/19 Internal Audit Report:** to receive the report from the Internal Auditor for the year ending March 2019.
 3. **Year 2018/19 Accounts Statements:** To approve accounts for Year Ending March 2019 and sign off ready for the external auditors.
9. **Finance**
 1. **Report on current balances for Parish Council and AHPF**
 2. **Confirm the Bank Signatories following the elections**
 3. **Authorisation of payments to:**

Travis Perkins Trading Company	Wood Stain for Pavilion	£ 51.00
Professional Weed Solutions	Spraying at Alban Head	tbc
 4. **Authorisation of Payments made since last meeting**

Horsham Association of Local Councils	Annual Subscription	£ 15.00
West Sussex ALC Limited	Annual Subscription	£ 297.52
Travis Perkins Trading Company	Wood Stain for benches	£ 40.53
Arun Mowers	Tractor Service	£ 271.03
RS Hall & Co	Internal Audit Fee	£ 180.00
Burgess & Randall	Grass Seed and Engine Oil	£ 134.16

10. **Nomination for Parish Member of the SDNPA** – Cllr Burr is seeking the Parish Council's nomination for the position of Parish Member to the SDNPA. Nomination Forms due to be sent out by SALC on 13th May.
11. **Planning:** to receive an update on current planning applications.
12. **Correspondence**
13. **Items from Members of the Council/Parish Clerk.**
14. **Parish Magazine** to receive any articles for the parish magazine.
15. **Next Meeting Date:**
 1. **Date of Next Meeting:** Next meeting 18th June 2019 at St James School.

Parishioners are warmly welcomed and encouraged to attend the Council Meetings
Members of the public wishing to speak on an agenda item at any meeting must
inform the Clerk by noon on the day prior to the meeting.
For any further information, please contact the clerk, Dona Sherlock-Fuidge on
01798 873747.