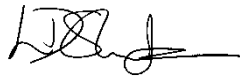


COLDWALTHAM PARISH ANNUAL COUNCIL MEETING

**Tuesday 15th May 2018 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: 9th May 2018

AGENDA

1. **Public Participation** – to receive comments from members of the public on any items included on this agenda.
2. **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.
3. **To approve and sign as correct the records of the following meetings:**
 1. **Parish Council Meeting** held on previous meeting 13th March 2018.
4. **To receive and accept apologies and reasons for absence.**
5. **Councillors to complete Register of Members' Interest Updates to Declare Any Declarations of Disclosable Pecuniary Interest as Members, and Any Changes to Their Last Declaration of Interests:** To ensure that all Members review their Register and either notify any changes or confirm that there are no changes (Current Register will be available at the meeting). And to receive Councillors declarations of interest on any of the agenda items.
6. **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.
 - Confirming changes highlighted by GDPR review.
 - Confirm the Privacy wording for the website
 - Health & Safety Issues: to review and approve the Clerk's Annual Review of Risk Assessment.
 - Confirm roles within the Parish Council and appointments to outside bodies - previous list distributed.
 - To confirm Piscary Bailiffs for the coming year; Mr S Dudman, Mr P Hubbard & Mr C Smithson.
 - To confirm Cllr Dudman an additional bailiff.
7. **2017/18 Year End Accounts**
 1. **Year 2017/18 Annual Governance Statement**, to review and confirm the internal financial controls for the year ending March 2018.
 2. **Year 2017/18 Internal Audit Report:** to receive the report from the Internal Auditor for the year ending March 2018.
 3. **Year 2017/18 Accounts Statements:** To approve accounts for Year Ending March 2018, and sign off ready for the external auditors.
8. **Finance**
 1. **Report on current balances for Parish Council and AHPF**
 2. **Authorisation of payments to:**

RS Hall & Co	Internal Audit Fee	£ 180.00
tbc	Royal Wedding Street Party donation	£ tbc
 3. **Authorisation of Payments made since last meeting**

Horsham Association of Local Councils	Annual Subscription	£ 15.00
West Sussex ALC Limited	Annual Subscription	£ 291.59
SSALC	Annual LCR Subscription	£ 17.00
9. **Chairman's Report, to include an Alban Head Report**
10. **Planning:** to receive an update on current planning applications.

11. **Items from Members of the Council/Parish Clerk.**
12. **Parish Magazine** to receive any articles for the parish magazine.
13. **Next Meeting Date:**
 1. **Date of Next Meeting:** Next meeting 12th June 2018 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.**