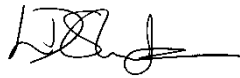


COLDWALTHAM PARISH ANNUAL COUNCIL MEETING

**Tuesday 9th May 2017 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: 3rd May 2017

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 14th March 2017.
 2. **Planning Meetings** held on 28th March & 3rd May 2017.
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.
 - 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.
7. **Finance**
 1. **Year 2016/17 Annual Governance Statement**, to review and confirm the internal financial controls for the year ending March 2017.
 2. **Year 2016/17 Internal Audit Report:** To confirm RS Hall as Internal Auditor, and to receive the report from the Internal Auditor for the year ending March 2017.
 3. **Year 2016/17 Accounts Statements:** To approve accounts for Year Ending March 2017, and sign off ready for the external auditors.
 4. **Parish Council Bank Signatories:** to review and nominate new signatories also confirm the Clerk's phone enquiry access.
 5. **Report on current balances for Parish Council and AHPF**
 6. **Authorisation of payments to:**

West Sussex ALC Limited	Annual Subscription	£ 290.03
Horsham Association of Local Councils	Annual Subscription	£ 15.00
Travis Perkins	Paint (AHPF)	£ 30.24
RS Hall & Co	Internal Audit Fee	£ 180.00
Professional Weed Solutions	Spraying at Alban Head	£ 432.00
Arun Mowers	Machinery Servicing, Repairs and Purchase	£ 2150.01
8. **Parish Member appointments to the South Downs National Park Authority:** to discuss the parish nomination as Parish Representative for the SDNPA.
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 13th June 2017 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.