



Chailey Parish Council
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To All Councillors

The Annual Meeting of Chailey Parish Council, which you are summoned to attend, will be held on Tuesday 14th May 2019 at 7.30pm in the Reading Room, Chailey Green.

Members of the public have a right to and are welcome to attend, and an opportunity will be made available to them to speak at the meeting, after which they may remain but must not speak unless invited to do so.

Signed: *S Treharne* Clerk

Date: 8th May 2019

AGENDA

1. To elect a Chair and to receive the Chair's declaration of acceptance of that office.
2. To elect a Vice-Chair and to receive the Vice-Chair's declaration of acceptance of that office.
3. To receive Councillors' declarations of acceptance of office.
4. To consider and if thought fit pass a resolution that those Councillors not present at the meeting be permitted to complete their declarations of interest before or at the meeting of the Full Council on 18th June 2019.
5. To receive Councillors' registers of interests (form already circulated) and to note Councillors' obligations as to the submission of returns relating to election expenses.
6. Apologies for absence.
7. Declarations of Interest: in accordance with section 31 of the Localism Act 2011 members are to declare any Disclosable Pecuniary Interests in items on this agenda and the Clerk must report any written requests for dispensation in respect of items on this Agenda.
8. Questions/comments from members of the public. Under the Council's Standing Orders this agenda item will be limited to 15 minutes and no member of the public may speak for more than 5 minutes.
9. To consider items not on the agenda which the Chair is of the opinion should be considered as a matter of urgency.
10. To agree the Minutes of the Full Council meeting held on 16th April 2019 (draft attached).
11. To consider and if thought fit approve arrangements for co-opting Councillors to fill three vacancies.
12. To consider appointments to Council Committees and to represent the Council on outside bodies and village and other organisations (current list attached).
13. To agree the dates of Full Council and Planning & Environs Committee meetings in 2020 (draft schedule attached)
14. To review and if thought appropriate amend/approve the Council's Standing Orders (copy attached).

Please turn over....

15. To review and if thought appropriate amend/approve revised Financial Regulations (copy attached).
16. To review and if thought appropriate amend/approve the terms of reference for the Personnel Advisory and Planning & Environs Committees (both attached).
17. To consider and approve the Council's Risk Management and Assessment schedule (attached).
18. To receive a report on the Council's insurance arrangements for 2018/19.
19. To consider the reports of the Internal Auditor for 2018/19 (attached).
20. To review and if thought fit agree the annual governance statement for 2018/19 (pro-forma attached).
21. To review and if thought fit agree the Council's receipts and payments account for 2018/19 (attached)
22. To review and if thought fit approve the accounting statements for 2018/19 (attached).
23. To review the levels of the Council's earmarked reserves and to agree any transfers thought appropriate (schedule attached).
24. To receive and if thought fit approve financial reports for April 2018 (attached).
25. To consider and if thought fit approve the draft of the Chailey Neighbourhood Development Plan and to approve arrangements for the consultation under Regulation 14 of the Neighbourhood Planning (General Regulations) 2012 on the draft plan.
26. To receive a report on the Sports Pavilion.
27. Risk Implications: to note and consider any implications arising from the Council's duty under section 17(1) of the Crime and Disorder Act 1998.
28. Confidential matters: to consider a resolution to exclude the press and public from the meeting in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 in order to discuss items of a confidential or commercially sensitive nature.
29. To note the date of the next meeting: Tuesday 18th June 2019 at 7.30pm in the Reading Room, Chailey Green.