

**Worldham Parish Council  
Annual Parish Council Meeting  
Wednesday 17<sup>th</sup> May 2023 at 7.30pm  
EAST WORLDHAM VILLAGE HALL**

Dear Councillor

You are hereby summoned to the Annual meeting of Worldham Parish Council for the transaction of business set out below.

*P Hibbins*

Pam Hibbins, Clerk to the Council

9<sup>th</sup> May 2023

**AGENDA**

- 1. Election of the Chair of the Council for 2023/2024** and Declaration of Acceptance of Office
- 2. Election of the Vice Chair of the Council for 2023/2024**
- 3. Chair's Announcements**
- 4. Apologies of absence**
- 5. Declarations of Acceptance of Office** – To note the receipt of Declarations of Acceptance of Office
- 6. Declaration of Interests**  
*Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses and votes on the matter.*
- 7. Approval of Minutes of the meeting held on 5<sup>th</sup> April 2023 and any matters arising**
- 8. District Councillor's Report** – To hear a report from the District Councillors
- 9. Public Question Time** – Adjournment of the meeting for 15 minutes to allow the public to raise questions
- 10. Appoint Council leads for the following:**
  - a) Village Hall
  - b) Parish Priorities
  - c) Planning
  - d) Playground
- 11. Appoint Councillors representatives to any outside bodies and agree reporting terms to Council:**
  - a) Footpaths Officer
  - b) Jalsa Salana Representative
  - c) Neighbourhood Watch Co-ordinator
  - d) Speedwatch Co-ordinator
- 12. Review of Council's Procedures** – Review council policies and procedures to include Standing Orders, Code of Conduct Financial Regulations, review of risk, press and media policy, Village Hall remuneration (Administrator and cleaner).
- 13. Grants** – To agree if donations to churchyards for 2023-2024
- 14. Meeting dates for 2023/2024**– To agree dates for the forthcoming year

**15. Finance/Administration:**

- a) To receive a Financial Report from the Clerk and year end report.
- b) To approve payments on the Payment Schedule

**16. Internal Audit Report** – To note the contents of the internal audit report prepared by Do the Numbers Ltd and agree any actions required by the Council

**17. Annual Return & Governance Statements 2022-2023**

- a) To note the Annual Internal Audit Report signed by the Internal Auditor
- b) To consider & agree responses to the Accounting Statements in Section 1 and approve Section 1
- c) To approve the Accounting Statements in Section 2
- d) To confirm the dates for the exercise of public rights to inspect accounting records to be Monday 5th June to Friday 14 July 2023
- e) To confirm no conflict of interest with BDO LLP (External Auditor)

**18. Planning Applications:** to consider and agree responses to the following applications:

- a) To note any update on previous planning applications (Appendix 1)
- b) Discuss and agree a response to the following:

**SDNP/23/01452/FUL St Nicholas Church Little Wood Lane West Worldham Alton Hampshire GU34 3BD**

Proposed extension and access Improvements

**Deadline 22nd May 2023**

**SDNP/22/05022/FUL Oaklands Farm Green Street East Worldham Bordon Hampshire GU34 3AU**

Change of use of the storage area on Oakland Farm and associated land holdings from Agriculture (Sui Generis) to Open Storage (Class B8) by the Ahmadiyya Muslim Association, for the provision of storage space in the form of shipping containers and new landscape

**Deadline 18th May 2023**

**SDNP/23/00680/HOUS 4 Windmill Fields Church Lane East Worldham Alton Hampshire GU34 3AR**

Single storey rear extension

**Deadline 18th May 2023**

**SDNP/23/00680/HOUS 3 Windmill Fields Church Lane East Worldham Alton Hampshire GU34 3AR**

Replacement external wall finish and front porch, retrospective consent, and proposed single storey rear extension.

**Deadline 18th May 2023**

**19. SDNPA Parish Priorities** – To discuss project, working party, consultation and timeline.

**20. Selborne Village Design Statement Public Consultation** – To consider a response to the consultation ending 6<sup>th</sup> June 2023

**21. To note any reports or updates from Councillors or the Clerk regarding meetings attended or issues raised by residents**

**22. Date of next meeting:** Meetings are normally held on the first Wednesday of each month, 7.30pm, at East Worldham Village Hall.