

**Worldham Parish Council
Annual Parish Council Meeting
Wednesday 4th May 2022 at 8pm
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

25th April 2022

AGENDA

- 1. Election of the Chair of the Council for 2022/2023** and Declaration of Acceptance of Office
- 2. Election of the Vice Chair of the Council for 2022/2023**
- 3. Chair's Announcements**
- 4. Apologies of absence**
- 5. 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.
- 6. Approval of Minutes of the meeting held on 6th April 2022 and any matters arising**
- 7. District Councillor's Report** – To hear a report from the District Councillors
- 8. Public Question Time** – Adjournment of the meeting for 15 minutes to allow the public to raise questions
- 9. Appoint Council leads for the following:**
 - a) Village Hall
 - b) Parish Plan
 - c) Planning
 - d) Playground
- 10. 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
- 11. 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).
- 12. Grants** – To agree if donations to churchyards for 2022-2023

- 13. Meeting dates for 2022/2023**– To agree dates for the forthcoming year
- 14. Finance/Administration:**
- a) To receive a Financial Report from the Clerk and year end report.
 - b) To approve payments on the Payment Schedule
- 15. 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
- 16. Annual Return & Governance Statements 2020/2021**
- 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 13 June – Friday 22 July 2022
- 17. 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/22/00953/HOUS Brienz Shelleys Lane East Worldham Alton GU34 3AQ**
Single storey rear kitchen extension, single storey side lobby and toilet extension and porch
Deadline 6th May 2022
- SDNP/22/01240/HOUS Old House Farm Shelleys Lane East Worldham Alton Hampshire GU34 3AQ**
Detached garage
Deadline 11th May 2022
- 18. Tree Survey works** – To discuss quotes and appoint a contractor for tree works
- 19. Statutory Consultation - Special Engineering Difficulty Designation** - To consider a response to the consultation ending 11th May 2022
- 20. Households waste and disposal charges** – To consider a response to the consultation ending 4th July 2022
- 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, 8pm, at East Worldham Village Hall and currently by Zoom.