

WESTHAM PARISH COUNCIL

Stone Cross School, Adur Drive, Stone Cross East Sussex BN24 5EF

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NOTICE OF MEETING

**The Annual Full Council Meeting of Westham Parish Council to be held
on Monday 20 May 2024 at the Amenity Hall, Stone Cross School at 7.00pm**

Members are reminded that Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, and any disability), Crime & Disorder, Health & Safety, Human Rights and Biodiversity

signed: ~~Gusan Sanders~~ - Clerk

Dated: 12 May 2024

AGENDA

- 1. To agree Quorate of the Council**
- 2. Election of Chairperson of the Council**
- 3. To receive the Chairperson's Declaration of Acceptance of Office**
- 4. Election of Deputy Chairperson of the Council**
- 5. Record members present**
- 6. Apologies**
- 7. Declarations of Interest**

Disclosure of interests in accordance with the Code of Conduct in relation to items on the agenda and matters that may be raised during the meeting.
- 8. Questions from members of the public on matters on the agenda** -The public will be asked which agenda item they wish to speak on at the beginning of the meeting. If the public wish to speak they will be invited to speak for two minutes (max) at the start of the agenda item rather than at the beginning of the meeting. This will be for any or all agenda items if required
- 9. Draft Minutes of the Full Council Meeting 15 April 2024 and the Annual Parish Meeting 15 April 2024** to be agreed as a true record and adopted by Council and signed by the Chair of the Council
- 10. To receive reports from East Sussex County Councillors and Wealden District Councillors**
- 11. To adopt the Code of Conduct for Westham Parish Council**
- 12. To agree Standing Orders**
 - a) To agree bank signatories**
 - b) Agreement for Mulberry & Co to be the Councils Internal Auditors for 2024/25**

c) Agreement for the Renewal of Insurance for 2024/25

d) To agree the final payment for the works carried out in Adur Park

13. Financial Items recommended for approval:

- (i) Reconciliation and Financial Expenditure Reports March 2024
Bank statements March 2024

14. To resolve to exclude Members of the Press and Public (Public Bodies [Admission to Meetings] Act 1960