

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 19 May 2025 at the Village Hall, Peelings Lane, Westham. The meeting will start at 8.00 pm

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: Susan Sanders - Clerk

Dated: 12 May 2025

AGENDA

- 1. To agree the 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 28 April 2025 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 for the year 2025/26**
 - a) To agree bank signatories**
 - b) Agreement for Mulberry & Co to be the Councils Internal Auditors for 2025/26**

c) Agreement for the Renewal of Insurance for 2025/26

d) To adopt the Financial Regulations May 2025

e) Adoption of the Annual Financial Risk Assessment 2025/26

f) Payment of ESALC invoice for 2025/26

13. Agreement of the payment for the installation of solar lighting on the car park

14. Agreement to sign the Deed of Dedication which will enable Butchers Field to become a Field in Trust

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