



WALDRIDGE PARISH COUNCIL

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2nd May 2023

To: The Chairman and members of the **WALDRIDGE PARISH COUNCIL**
(Councillors Graham, Johnson, Lewcock, Moffat, Moist, Morrison, Sexton, Fantarrow and Taylor)

Dear Sir / Madam,

You are hereby summoned to attend **THE ANNUAL** meeting of the **WALDRIDGE PARISH COUNCIL** which will be held at the Parish Rooms on Tuesday 9th May 2023 at 7pm to transact the following business:

Public Participation Session

Prior to the start of the meeting, there will be a public participation session which, at the Chairman's discretion may last up to 15 minutes, to enable members of the public to ask questions of and make comment to the Council. Questions relating to services provided by the Parish Council will be answered where possible at the meeting. If this is not possible, a written response will be provided within 14 days of the meeting. Members of the public are asked to restrict their comments and/or questions to five minutes per item/individual. This section does not form part of the formal meeting of the Council.

BUSINESS

1. Welcome
2. To receive apologies for absence - to note all apologies and reasons must be submitted in writing to the Clerk/Chair prior to the meeting
3. Public Questions – members of the public may ask questions of the council for up to 15 minutes (5 minutes per person, per question). Any extension on time limits will be at the discretion of the Chair.
4. To agree the minutes of the last meeting
5. Elect Chair for the ensuing 12 months and receive Chair's declaration of acceptance of office.
6. Elect Vice-Chair for the ensuing 12 months and receive Vice-Chair's declaration of acceptance of office.
7. To receive and accept any Disclosable Pecuniary Interests from members in any item to be discussed. To remind members, if any changes in circumstances, that new forms need to be submitted
8. To receive (Outgoing) Chair's annual report (verbal, for information only)
9. To discuss annual review of policies and procedures
10. Agenda-Motions (attached)
11. To agree schedule of meetings for 2023-4
12. To note date and time of next meeting

Yours faithfully
Cllr Paul Sexton (Chair)

10. Agenda-Motions:

1. **Review Action Log** – Cllrs and Co-ordinator to provide an update accordingly.
2. **Financial Report** – Parish Co-ordinator to provide progress report on audit and present 2-year financial plan for review.
3. **Review grant request received**
4. **Review Insurances** - to confirm adequate insurance cover is in place
5. **Events Update** – Cinema, Halloween, Other?
6. **Staffing** - Applicants for Co-opted councillor.
7. **Cong Burn Footpath upgrade consultation**
8. **Provision of dog poo bags in dispensers**
9. **AOB** – at Chair's discretion.

DATE AND TIME OF NEXT MEETING:

6th June 2023 at 7:00pm