

## HENFIELD PARISH COUNCIL

Notice of the **Annual General Meeting** of Henfield Parish Council to be held on **Tuesday 3<sup>rd</sup> May 2022** at **7.00pm** in The Henfield Hall.

### A G E N D A

1. ELECTION OF CHAIRMAN FOR FORTHCOMING YEAR
2. DECLARATION OF MEMBERS' INTERESTS
3. APOLOGIES
4. ELECTION OF VICE-CHAIRMAN FOR FORTHCOMING YEAR
5. SUCCESSION PLANNING, KNOWLEDGE TRANSFER & COMMITTEE STRUCTURE
6. APPOINTMENT TO COUNCIL COMMITTEES
7. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES
8. APPOINTMENT OF INTERNAL AUDITOR
9. APPROVAL OF MINUTES OF PARISH COUNCIL MEETING HELD ON 5<sup>th</sup> APRIL 2022 AND THE EXTRAORDINARY PARISH COUNCIL MEETING HELD ON 13<sup>th</sup> APRIL 2022
10. MATTERS ARISING
11. CHAIRMAN'S ANNOUNCEMENTS
  - a) Business Plan – Action Plan
  - b) Illegal Parking on Zig Zag Lines in the High Street
  - c) Community Facilities Meetings

### OPEN FORUM

12. WEST SUSSEX COUNTY COUNCIL REPORT
13. HORSHAM DISTRICT COUNCIL REPORT
  - a) Big Conversation Meetings in May
14. MOTION: TO APPROVE YEAR-END ACCOUNTS FOR FINANCIAL YEAR 2021/22
15. MOTION: TO APPROVE THE ANNUAL GOVERNANCE STATEMENT 2021/22
16. MOTION: TO APPROVE THE ACCOUNTING STATEMENTS FOR 2021/22
17. MOTION: TO CONSIDER & APPROVE EXPENDITURE OF £9,408 FROM GENERAL RESERVES FOR REPAIRS TO THE CEMETERY PATHS
18. MOTION: TO CONSIDER & APPROVE LEGAL FEES OF BETWEEN £750 AND £1,000 TOWARDS GAINING A RIGHT OF ACCESS TO THE ROTHERY FIELD
19. MOTION: TO REVIEW & APPROVE THE CURRENT STANDING ORDERS
20. MOTION: TO REVIEW & APPROVE THE CURRENT FINANCIAL REGULATIONS
21. TO CONSIDER HOLDING A HOLOCAUST MEMORIAL DAY ANNUALLY ON 27<sup>TH</sup> JANUARY

22.

**COMMITTEE REPORTS**

**(A) Finance and General Purposes**

Cllr Goodyear to report.

(a) Summary of £20,073.52 expenditure from 1<sup>st</sup> April – 30<sup>th</sup> April 2022.

To be noted by Council.

(b) Select expenditure as the monthly random audit check.

**(B) Plans Advisory**

Cllr Stevens to report.

**(C) Recreation & Open Spaces**

Cllr Perry to report.

**(D) Village Amenities**

Cllr Jones to report.

**(E) Museum**

Cllr Donoghue to report.

**(F) Joint Commons**

Cllr Sharp to report.

23.

**REPORTS FROM MEMBERS REPRESENTING COUNCIL ON OUTSIDE BODIES**

a) Henfield Help for Ukraine

24.

**PCSO & POLICE ACTIVITIES**

25.

**ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**

26.

**DATE OF NEXT MEETING**

Tuesday 7<sup>th</sup> June 2022 at 7.00pm.