



## **WEST HOATHLY PARISH COUNCIL**

representing Highbrook, Selsfield, Sharpthorne, Tyes Cross and West Hoathly

**Document Reference A2114**

To all members of **West Hoathly Parish Council**

You are summoned to attend the Annual meeting of the **Parish Council** to be held on **Tuesday 04<sup>th</sup> May 2021 at 7:15pm.**

L Andrews

Clerk to West Hoathly Parish Council

**This meeting will be held as a virtual meeting. If any member of the public wishes to comment on an agenda item or virtually attend the meeting please email the clerk ([clerk@westhoathly.gov.uk](mailto:clerk@westhoathly.gov.uk)) before 12:00 pm Tuesday 4<sup>th</sup> May.**

**The public and press have a right and are welcome to attend this meeting**

### **Agenda**

**Questions from members of the public.**

- 1) To elect the Chairman for the coming year and for the Chairman to sign the Declaration of Acceptance of Office**
- 2) To elect the Vice Chairman for the coming year**
- 3) To receive apologies for absence.**
- 4) To receive declarations of interest from Parish Councillors in respect of any matter on the agenda.**
- 5) To approve minutes of the Meeting of West Hoathly Parish Council held on 26<sup>th</sup> April 2021 (Document Reference 2113)**
- 6) To appoint members for the following committees and working groups:**
  - a) Planning Committee
  - b) Asset and Highways Management Committee
  - c) Finance Committee
  - d) Community Pavilion Working Group
  - e) Bluebell Woods Working Group
- 10) To appoint members to the following external bodies**
  - a) Philpots Quarry Liaison Group
  - b) Local Parish Cluster Group
  - c) West Sussex Association of Local Councils AGM representatives
  - d) Mid Sussex District Association of Local Councils
  - e) Parish Liaison Panel of the Board of Conservators of Ashdown Forest
  - f) MSDC Communications Group

g) Communities Against Gatwick Noise and Emissions (CAGNE) Parish Forum

- 11) To approve the following documents through which the Council carries out its business**
- a) Standing Orders**
  - b) Councillor Code of Conduct**
  - c) Scheme of Delegation**

**Note: the updated Financial Regulations were adopted at the April meeting**

**12) To receive the Internal Auditor's report for the year ending 31<sup>st</sup> March 2021**

**13) To approve the Annual Governance Statement for the financial year ending 31<sup>st</sup> March 2021**

**14) To approve the Statement of Accounts for the financial year ending 31<sup>st</sup> March 2021 and the Principal Variances**

**15) To note items of interest or items for inclusion at next meeting of the Parish Council**

Date of next meeting : TBC

To all members of **West Hoathly Planning Committee**

You are summoned to attend the annual meeting of the **Planning Committee** to be held on **Tuesday 04<sup>th</sup> May 2021 immediately following the conclusion of the Annual Parish Council Meeting.**

L Andrews

Clerk to West Hoathly Parish Council

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## **Agenda**

- 1) To elect the Chairman for the coming year**
- 2) To elect the Vice Chairman for the coming year**

To all members of **West Hoathly Asset & Highways Committee**

You are summoned to attend the annual meeting of the **West Hoathly Asset & Highways Committee** to be held on **Tuesday 04<sup>th</sup> May 2021** immediately following the conclusion of the **Annual Meeting of the Planning Committee**.

L Andrews  
Clerk to West Hoathly Parish Council

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## **Agenda**

- 1) To elect the Chairman for the coming year**
- 2) To elect the Vice Chairman for the coming year**

To all members of **Finance Committee**

You are summoned to attend the Annual Meeting of the **Finance Committee** to be held on **Tuesday 04<sup>th</sup> May 2021 immediately following the conclusion of the Annual Meeting of the Asset & Highways Committee**

L Andrews

Clerk to West Hoathly Parish Council

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## **Agenda**

- 1) To elect the Chairman for the coming year**
- 2) To elect the Vice Chairman for the coming year**

**TRUSTEES OF  
WEST HOATHLY VILLAGE HALL**

Charity Registration Number: 305328

Document Reference A2118

To all members of the **Trustees of West Hoathly Village Hall**  
You are summoned to attend the **Annual Meeting of the Trustees of West Hoathly Village Hall** to be held on **Tuesday 04<sup>th</sup> May 2021** immediately following the **conclusion of the Annual Meeting of the Finance Committee.**

L Andrews  
Clerk to West Hoathly Parish Council

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## **Agenda**

- 1) To appoint members of The West Hoathly Village Hall Management Committee**
- 2) To elect the Chairman of the West Hoathly Village Hall Management Committee for the coming year**
- 3) To elect the Vice Chairman for the West Hoathly Village Hall Management Committee for the coming year**