



SUNNINGDALE PARISH COUNCIL

Annual Meeting of the Parish Council

Tuesday 14 May 2024 at 7:30 pm

This meeting will be held at
The Community Room, Broomhall Recreation Ground.

Agenda

Summoned to Attend:

Anne-Catherine Buxton (Chairman); Jacqueline Hilton (Vice-Chairman); Julie Coxon; Lilly Evans; Peter Grover; Robert Morgan; Matthew Newman; Martin Penney and Valerie Pike

Members of the Public are welcome to attend the meeting.

1 / 24 Election of the Chairman of the Council

To elect the Chairman for the forthcoming year and the elected chairman to sign their acceptance of office.

2 / 24 Attendance and Apologies for absence.

To receive for approval any apologies for absence.

3 / 24 Declaration of interest for items on the agenda

To receive any Declarations of Interest in accordance with the adopted Code of Conduct.

4 / 24 Election of the Vice-Chairman of the Council

To elect the Vice-Chairman of council for the forthcoming year.

5 / 24 Approval of the Committee Structure

To resolve that the proposed committee structure is approved for the council year May 2024 to April 2025

6 / 24 Appointment of Committee Members to committees and focus areas as per the approved structure

To receive nominations and subsequently appoint members to the council committees and focus areas.

7 / 24 Appointment of Chairmen of Standing Committees

To appoint a Chairman to each of the Finance Committee and the Planning Committee

8 / 24 To review representatives to external organisations

To review the list of external organisations and appoint councillors or officers to the roles

9 / 24 To accept the Governing Documents of Council

To resolve to approve the governing documents in the annual review being the statutory policies of Standing Orders, Code of Conduct and Financial Regulations.

10 / 24 To approve the council meetings and committee dates for 2024 2025

11 / 24 Appointment of Internal Auditor 2024-2025

To confirm the appointment of the Council's internal auditor for the financial year 2024-25.

12 / 24 Internal Auditor's Report

To receive the report of the Internal Auditor on the 2023-2024 accounts.

13 / 24 Annual Governance Statement

To consider and agree the Annual Governance Statement (AGAR part 1) for the financial year 2023-2024.

14/24 Accounting Statements 2023-2024

To consider and agree the Accounting Statements 2023-2024 (AGAR part 2)

15/24 Dates for Public Inspection of Accounts

To consider and agree the dates for the public inspection of accounts.

A handwritten signature in black ink, appearing to read 'Louise Steele', with a stylized flourish at the end.

Louise Steele, Locum Clerk

7th May 2024