

Balcombe Parish Council

The Annual General Meeting of Balcombe Parish Council will take place on
Wednesday 18 May at 8.00 pm in Bramble Hall
Rosemary Robertson/Clerk to the Council
All interested parties are invited to attend

AGENDA

1. Election of Chairman and signing of Acceptance of Office
2. Election of Vice Chairman and signing of Acceptance of Office
3. Receipt of Declarations of Acceptance of Office by Carol Dutton
4. Election of Responsible Financial Officer
5. Public Participation
6. Declaration of personal or prejudicial interest
7. Apologies for absence
8. To approve Minutes of the Meeting held on 13 April 2016
9. Matters currently being pursued, report from the Clerk
10. Urgent Matters – items not on the agenda that the Chairman of the meeting is of the opinion should be considered as a matter of urgency.
11. Planning - to consider the following applications
DM/16/1133 Bramley Cottage, 25 London Rd - Proposed two storey side and rear extension including re-located site entrance
DM/16/1611 2 Foxwells, Proposed front porch & weather boarding to replace hang-tiling
DM/16/1385 13a Oldlands Ave, Change of use from an annex (ancillary accommodation), to a separate single dwelling house
DM/16/1934 20 Newlands - Lawful Development Certificate -Proposed
12. Planning – to consider late applications received after publication of Agenda
13. Financial –
 - To confirm the appointment of Rosy Telford as Internal Auditor for 2016/17
 - To sign off Annual Return for submission to external auditor, Littlejohns.
 - To appoint the Sub Committee to carry out the annual review of Council's internal control systems
 - April Cash Book Receipts & Payments
14. To discuss and agree to the name for the Dean Land Shaw development
15. To discuss BPC's response to the West Sussex Joint Minerals Local Plan
16. Election expense update
17. Agree response to Jonathan Ash-Edwards letter about Sixth Form Provision
18. Review of the terms of reference for Working Groups and members – Neighbourhood Planning, Oil, (Health, Safety & Security), Young People, Traffic, Facilities & Amenities (Halls), Rail, Rights of Way and appointment of new Committees (if any)
19. Review and adoption of appropriate Standing Orders and Financial Regulations including Risk Assessment
20. Review of representation on or work with external bodies – Victory Hall Management Committee, St. Mary's Trust, Balcombe Fete, CAGNE, West Sussex ALC
21. Confirmation of arrangements for insurance cover in respect of all insured risks
22. Determining the time and place of ordinary meetings until the end of 2016.
23. Report from the Victory Hall Management Committee
24. Report from Defibrillator Working Group
25. To agree an increment in the Clerk's grade and salary
26. Correspondence
27. Exchange of Information

THE NEXT MEETING OF THE COUNCIL
WEDNESDAY 15 JUNE 2016 IN BRAMBLE HALL