

Clerk to the Council: Emma Fulham

Goods Yard House

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28th April 2022

To: The Councillors of Hartfield Parish Council

You are required to attend the Annual Parish Council Meeting of Hartfield Parish Council to be held on Monday 9th May 2022 at Goods Yard House as 7:30pm

There will be a period of fifteen minutes for questions from members of the public and for reports from County and District Councillors if supplied to be noted.

**The AGENDA is as follows**:

1. To appoint Chairman 2022/23
2. Receive Declaration of Acceptance of Office from Chairman
3. Election of Vice Chairman for year 2022/23
4. To accept apologies for absence.
5. Declarations of pecuniary and disclosable interests in respect of matters to be discussed.
6. To Approve Minutes from Parish Council meeting held on 11th April 2022

1. Matters Arising.
2. To consider co-option to the Council.
3. Appointment of Committees and Representatives to other Authorised Bodies
4. To approve the following Council documents:
5. Council Standing Orders.
6. Council Financial Regulations.
7. Code of Conduct.
8. Council published policies.
9. Correspondence.
10. Finance
11. To receive and approve the internal audit report
12. To approve the AGAR – Accounting Statements
13. To approve the AGAR – Accounts 2021/22
14. To approve the bank reconciliation for 2021/22
15. To approve regular payment schedule and direct debits for 2022/23
16. To approve signatories and banking arrangements for 2022/23
17. To accept the account summary 2022/23
18. To approve expenditure as itemised on the schedule.
19. To review update on the neighbourhood plan.
20. To ratify Committee Minutes
21. Planning
22. Town Croft
23. Finance
24. To report any final update to the jubilee plan.
25. To consider the fun run update and any associated expenditure.
26. Items for Reporting or Inclusion in Future Agendas.

**Dates of Next Meetings:**

6th June 2022.