



**WALDRIDGE PARISH COUNCIL**

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May 2024

To: The Chairman and members of the **WALDRIDGE PARISH COUNCIL**  
(Councillors Johnson, Kinnear, Trainor, Moffat, Morrison, Sexton, Fantarrow, Westgate and Taylor)

Dear Sir / Madam,

You are hereby summoned to attend **THE ANNUAL** meeting of the **WALDRIDGE PARISH COUNCIL** which will be held at the Parish Rooms on Tuesday 14<sup>th</sup> May 2024 at 7pm to transact the following business:

**BUSINESS**

1. Welcome – [Chair welcomed everyone to the meeting.](#)
2. To receive apologies for absence - to note all apologies and reasons must be submitted in writing to the Clerk/Chair prior to the meeting.
3. Public Questions – members of the public may ask questions of the council for up to 15 minutes (5 minutes per person, per question). Any extension on time limits will be at the discretion of the Chair.
4. To agree the minutes of the last meeting. [Agreed.](#)
5. Elect Chair for the ensuing 12 months and receive Chair's declaration of acceptance of office. [Parish Cllr Paul Sexton was proposed, seconded and appointed unanimously.](#)
6. Elect Vice-Chair for the ensuing 12 months and receive Vice-Chair's declaration of acceptance of office. [Parish Cllr Martin Westgate was proposed, seconded and appointed unanimously.](#)
7. To receive and accept any Disclosable Pecuniary Interests from members in any item to be discussed. To remind members, if any changes in circumstances, that new forms need to be submitted
8. To receive (Outgoing) Chair's annual report (verbal, for information only)
9. To discuss annual review of policies and procedures – [Agreed as previous year.](#)
10. Agenda-Motions (attached)
11. To agree schedule of meetings for 2024-5
12. To note date and time of next meeting

**Yours faithfully**  
**Cllr Paul Sexton (Chair)**

**10. Agenda-Motions:**

1. **Review Action Log** – Cllrs and Co-ordinator update accordingly.
2. **Financial Report** – Parish Co-ordinator provided progress report on imminent audit preparation and presented the MTFP for review.
3. **Events Update** – Cinema, Halloween events agreed. Parish Cllrs appointed into teams.
4. **Staffing** – Agreed we needed period of stability, whilst we get through Audit.
5. **Flowers** – All ordered and on schedule.
6. **AOB** – Decision – Grant for The Men’s Shed approved.

**DATE AND TIME OF NEXT MEETING:**

**11<sup>th</sup> June 2024 at 7:00pm**