

# Waltham Parish Council

EST. 1894

Website: <https://waltham-pc.gov.uk>

**TO: ALL MEMBERS OF WALTHAM PARISH COUNCIL.**

Councillors are hereby **summoned** to attend the **Annual Meeting of the Council** on **Tuesday the 7th of May 2024** commencing at 7.30 pm at Waltham Village Hall for the transaction of the business described in the following Agenda. Supporting documents can be found in an Agenda Pack on the Parish Councils website. Members of the public may make representations, answer questions and give evidence in respect of the business on the agenda during the Public Session (Standing Order 3e).

## AGENDA

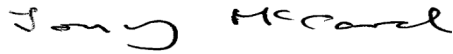
1. **To receive nominations and to elect a chairperson for the forthcoming year:** New Chair to complete a declaration of acceptance of Office.
2. **To elect a Vice-Chairman of the Council.**
3. **To receive any apologies for absence.**
4. **To Declare Disclosable Pecuniary Interests or Other Significant Interests on any agenda items.**
5. **To approve the minutes of Motions and Resolutions of the meeting held on the 2nd of April 2023.**
6. **Public Session:** To receive representations questions and evidence from the public on agenda items.
7. **Finance Report and Payment Schedule.**
  - a) To note the financial position as of 30<sup>th</sup> April 2024.
  - b) To authorise the April payment schedule.
8. **Councillor Responsibilities:** To consider a list of Council activities and councillor participation.
9. **General Power of Competence:** To confirm that WPC is no longer eligible to exercise the General Power of Competence.
10. **Reserves Policy:** To approve a revised Reserves policy for 2024/25.
11. **Councillor Vacancy:** To discuss arrangements for co-option for the vacant post.
12. **Internal Audit:**
  - a) To receive documentation demonstrating compliance with the 2023-24 Annual Return
  - b) To sign off the year end bank reconciliation.

**14. Planning Application CA/24/10007 Dene Meadows, Duckpit Road:** To consider a response to the City Council on the erection of an agricultural building in an AONB.

**15. Affordable Housing Research:** To consider draft Terms of Reference for a focus group to advise on the provision of affordable housing in Waltham Parish.

**16. Date of next meeting:**

The next **Ordinary Meeting** will be held on Tuesday the 4<sup>th</sup> of June.

A handwritten signature in black ink, appearing to read 'Tony McCard'.

**Clerk to the Council**