

**Little Chalfont Parish Council Thirteenth Annual Meeting
Will be Held on Wednesday 8 May 2019 at 7.30 pm
In the Village Hall, Cokes Lane, Little Chalfont**

Agenda

- 1. To elect a Chairman of the council for the council year 2019/20.**
- 2. To elect a Vice-Chairman of the council for the council year 2019/20.**
- 3. To elect a Chairman of the planning committee for the council year 2019/20.**
- 4. To appoint a Vice-Chairman of the planning committee for the year 2019/20.**
(Note – all members of Little Chalfont Parish Council are also members of the Planning Committee).
- 5. Declaration and delivery of acceptance of office:** Chairman and councillors to sign declaration of office.
- 6. To Propose and agree membership of sub-committees:**
 - a. Establishment Committee
- 7. To propose and agree membership of working parties:**
 - a. Westwood Park Working Party;
 - b. Community Buildings Working Party;
 - c. Village Hall Management Working Party;
 - d. Nature Park Management Group;
 - e. Co-ordination Group (joint with LCCA)
 - f. Remembrance Day Working Party.
- 8. To propose and agree representation on outside bodies:**
 - a. GE Healthcare Liaison Group;
 - b. Little Chalfont Community Library;
 - c. Little Chalfont Community Association Liaison;
 - d. Local Area Forum;
 - e. Chiltern and South Bucks Community Partnership.
- 9. To accept a resolution that standing orders be suspended to allow any members of the public to speak (10 mins).**
- 10. To receive and approve the minutes of the meeting and held on 10 April 2019.**
- 11. Declarations of Interest.**
- 12. Approval by Chairman of items for Any Other Business.**
- 13. Chairman's report (to follow).**
- 14. Clerk's report (to follow).**
- 15. To receive reports, as appropriate, from members of outside bodies and working parties.**
- 16. Financial matters:**
 - i. List of payments and cheques to be signed (to follow).
- 17. Parish Meeting:** To review the recent event.
- 18. Newsletter:** Update on progress.
- 19. Review of risk assessments, financial regulations and standing orders (to follow).**
- 20. Village Day:** To agree the arrangement for the parish council stall.
- 21. Westwood Park shower refurbishment:** To discuss and agree expenditure on replacement shower cubicles in two changing rooms.
- 22. Connected Communities Small Grants Scheme:** To discuss any potential projects eligible for this funding.
- 23. Reports and Notifications:** (i) News update from TfB for parish and town councils (circulated 24 April 2019), (ii) NALC Chief Executive's bulletin (circulated 24 April 2019); (iii) BMKALC Update (circulated 24 April 2019); (iv) BCC Press Release: Councils call on Government to delay advanced HS2 works (circulated 24 April 2019).
- 24. Any Other Business.**
- 25.** To consider a resolution that in view of the confidential nature of the business to be transacted, it is advisable, in the public interest, that the public and press be excluded from the remainder of the meeting and be instructed to withdraw. (The items are confidential because they deal variously with contractual and legal matters.)
- 26. Tender for the cleaning contract for the village hall and Westwood Park:** To review the tenders which have been received.
- 27. Date of Next Meeting:** Wednesday 12 June 2019 in the Village Hall at approximately 7.45pm. This meeting will follow a planning meeting which will commence at 7pm.