

**Little Chalfont Parish Council Seventeenth Annual Meeting
Will be Held on Wednesday 10th May 2023 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 2023/24.**
- 2. To elect a Vice-Chairman of the council for the council year 2023/24.**
- 3. To elect a Chairman of the planning committee for the council year 2023/24.**
- 4. To appoint a Vice-Chairman of the planning committee for the year 2023/24.**
(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;
- 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 held on 12th April 2023.**
- 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 10th May 2023
 - (ii) End of year accounts update
- 17. Standing Orders:** To adopt the annual review
- 18. Financial Procedures:** To agree the annual review
- 19. Terms of Reference:** To agree the annual review on various working parties including the Planning committee.
- 20. Policies:** To adopt the annual review on various policies
- 21. Project Manager for Westwood Park:** To discuss and decide regarding a manager for the project at Westwood Park this year.
- 22. Parish Meeting:** To review the recent event.
- 23. Any Other Business.**
- 24. 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.)**
- 25. Nature Park:** To discuss
- 26. Date of Next Meeting:** Wednesday 14th June 2023 in the Village Hall at approximately 7.30pm.