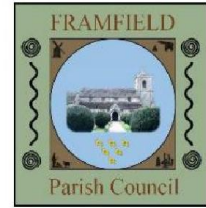


# FRAMFIELD PARISH COUNCIL

www.framfieldcouncil.org.uk

Parish Clerk: ANN E NEWTON (Mrs)  
'Highlands', Framfield Road  
Blackboys, East Sussex TN22 5LR  
Telephone: 01825 890182  
Email: clerk@framfieldcouncil.org.uk



Dear Councillor

**To all Members of the Framfield Parish Council you are hereby summoned to the attend the Annual Parish Council Meeting to be held at the Village Hall, Blackboys, on Tuesday, 16 May 2023 at 5 pm.**

Meeting called by: Ann Newton – Clerk to the Council – 9 May 2023.

*Ann E Newton*

## AGENDA

- 1. To Elect a Chairman and Receive Declaration of Office**
- 2. Apologies**
- 3. To Receive Declarations of Acceptance of Office (copy attached)**
- 4. Declarations of Interest**
- 5. To Elect a Vice Chairman**
- 6. To Elect Committees and Representatives.**
  - Committees – to remain as all Councillors.
    - Finance and General Purposes (Chairman, Vice Chairman, plus a minimum of 3 other members).
    - Planning (maximum of 6 members).  
*Committees to elect a Chairman at their first meeting.*
  - Appointments/Representatives
    - WDALC/SALC (Clerk)
    - Wealden Planning Panel (TH)
    - Wealden Cluster meeting (KB/Clerk)
    - CSAG (KB/Clerk)
    - Emergency Planning Co-ordinator/Police (KB).
    - Internal Audit (Mulberry & Co)
- 7. Approval of the last minutes – 26 March 2023.**
- 8. Adoption of the revised Parish Asset Register – attached.**

- 9. Adoption of the Parish Council Risk Assessment – on website – no changes.**
- 10. Adoption of the Financial Regulations – on website - no changes.**
- 11. Adoption of the Standing Orders – on website – no changes.**
- 12. Review and agreement to the Reserves – details attached.**
- 13. Review of the Council’s Internal Audit Effectiveness – copy of the report enclosed.**
- 14. Review and adoption of the Governance Statement as detailed in the Annual Return (AR) – copy of the AR enclosed. Councillors to agree points 1-9 as detailed.**
- 15. Formal approval of the Accounts for the year ending 31 March 2023 (this will be subject to any minor amendments prior to submission) – copy of the AR enclosed.**
- 16. To resolve payment of two standing direct debits each year, namely British Telecom plc (quarterly telephone/internet) and the Public Works Loan Board (bi-annual – play area loan re-payment). All payments to be detailed on the finance sheet.**
- 17. To resolve payment of all staff salaries by BACS each month and any other payments which require BACS payment in advance of a Parish Council meeting (the latter to be with the authorisation of the Chair/RFO). All payments to be detailed on the finance sheet.**
- 18. Date of the next full Parish Council meeting – 25 July 2023.**