



BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL
AGENDA FOR THE JOINT PARISH COUNCIL ANNUAL MEETING
MAY 15TH 2023

Dear Councillor,

I HEREBY GIVE NOTICE that an Annual Joint Parish Meeting of the above parish council, will take place at **7.00 pm in the Memorial Hall, Station Road, Henley-in-Arden**. All members [Recently Elected] of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the Meeting as set out hereunder. Past members are requested to attend as a matter of courtesy.

Photographing, reporting, recording, filming or transmitting the proceedings of a meeting may occur and therefore all persons participating in the meeting should be aware that such activities may take place. Members of the public attending the meeting [but are not participating in the meeting] who do not wish to be filmed or photographed in the meeting must inform the Clerk at the start of the meeting. Please ensure that mobile phones are switched to silent mode. Thank you.

Signed

Ray Evans – Parish Clerk & RFO Date Issued: **03.05.2023**

1. **Election of Chair and to receive the Chair's Declaration of Office**
2. **Apologies for absence and acceptance of a apologies**
3. **Declarations of Interest and Dispensations received**
4. **Election of Vice Chair [if requested by members] and to receive Vice Chair's Declaration of Office**
5. **To receive Members Declarations of Office**
6. **Clerk to seek approval for the date at which all Councillors Register of Member's Interests Forms are handed to him for filing with SDC**
7. **To approve the Minutes of Meeting held on the 3rd of April 2023 [SD]**
 - 7.1 **Chair to invite comments from newly elected Members on any urgent and pertinent issue for debate and duly minuted for the file by the Clerk.**
8. **Clerk to present Members with schedule of dates and venues for meetings during 2023-2024 for approval**
9. **Election of Members forming the Planning Committee**
 - 9.1 **Election of Chair for Planning Committee**
 - 9.2 **The new Chair to propose setting a time limit for revised Planning Committee Terms of Reference.**
 - 9.3 **The new Chair to propose that Council approve the Henley Neighbourhood Plan [Submission Version] in preparation for submission to SDC on or before the 31st of May 2023. [SD]**
10. **To agree Clerk and two Councillors as signatories and access to JPC current and deposit accounts and the formation of a third account namely 'Reserves & CILS Payments'**



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11. To agree to re-adopt the General Power of Competence as the two mandatory requirements to do so have been met; Two Thirds of Members of the JPC were elected [un-opposed] and the Clerk is qualified to CiLCA standard.
12. To ratify the appointment of an Internal Auditor for the Financial Year 2023-2024
13. To consider, approve and sign off the Beaudesert & Henley in Arden JPC Annual Governance Statement for the year 31st March 2023 prior to submission to the External Auditors, PKF Littlejohn LLP
14. To consider, approve and sign off the Beaudesert & Henley in Arden JPC Annual Accounting Statements for the year 31st March 2023 prior to submission to the External Auditors, PKF Littlejohn LLP
15. To agree a date for the review of the JPC Finance Regulations and the formation of a Finance Committee
16. To agree that a 'Member Co-opting Policy' is required and request that the Clerk and one Member prepare such for debate and ratification at a convenient Ordinary Meeting
17. Chair to thank past Members for their services to Beaudesert & Henley in Arden JPC and the Community.

The Chair will close the meeting and thank all for attending.