



**Bishop's Waltham Parish Council.  
NOTICE OF THE ANNUAL MEETING OF  
BISHOP'S WALTHAM PARISH COUNCIL**

I hereby give you notice that the **ANNUAL MEETING of the PARISH COUNCIL** will be held at **7.00pm** in the Jubilee Hall, Little Shore Lane on Tuesday 14<sup>th</sup> May 2024.  
Dated this 7<sup>th</sup> May 2024.

*EMcKenzie*  
Executive Officer

**The meeting will be open to the press and public unless the Council direct otherwise.  
All papers/reports are available from the Council offices  
(except where classified as confidential).**

**Business to be transacted**

1. Election of Chairman of the Council
2. To receive the Chairman's Declaration of Acceptance of Office
3. Election of Vice Chairman
4. To receive the Vice Chairman's Declaration of Acceptance of Office.
5. To receive and accept apologies for non-attendance
6. To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda
7. To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda
8. Applications for Co-option to the Council (1 vacancy) – *for consideration*
9. Co-option to the Council (1 vacancy) – *for consideration*
10. Approval of Standing Committees for 2024/25
11. Reappointment of Council Working Groups for 2024/25
12. Approval of Representatives to Outside Bodies for 2024/25
13. Acceptance of Calendar of Meeting Dates for 2024/25
14. General Power of Competence  
To resolve to re-adopt the General Power of Competence
15. Readoption and signing of the Civility and Respect Pledge – *for consideration*
16. Public Session – to last no longer than 30 minutes - *for information*
17. To receive the reports from the County Council and District Council Representatives
18. To receive the Minutes of the Committees of the Parish Council



19. To approve the Minutes of the Meetings 9<sup>th</sup>, 22<sup>nd</sup> and 30<sup>th</sup> April 2024
20. Actions arising from the minutes of the meeting of 9<sup>th</sup> April 2024 - *for information*
21. To receive current financial statement and balance sheet
22. Funding Receipts and Allocations 2018-2026 – *for information only*
23. Updated Model Financial Regulations – *for consideration and approval*
24. Coronation Hall – Costs of Purchase Overview and Option to Tax – *for ratification*
25. Grant Awards – *for ratification*
26. Planning Applications:  
To ratify the recommendations from the Planning & Highways Committee
27. Draft Specification for Parish Council Website Update – *for consideration*
28. Review of Men's Shed Request and Current Situation – *for consideration*
29. Chairman's report - *for information only*
30. Councillors' and Clerk's reports – *for information only*
31. CSO Report – *for information only*
32. Councillors' Surgery – Report and Future Meetings – *for consideration*
33. Requests for future agenda items - *for information only*
34. Date of next meeting – 11<sup>th</sup> June 2024
35. Motion for confidential business:

**The following motion will be moved on the completion of the above business:  
That in view of the confidential nature of the business about to be transacted, it is  
advisable in the public interest that the public and press be temporarily excluded,  
and they are instructed to withdraw in accordance with the provisions of the Public  
Bodies (Admissions to Meetings) Act 1960.**

36. Staffing Matters – *for consideration*
37. Well House – Update – *for consideration*
38. Land Investigation – Update from Working Group – *for consideration*
39. Access Footpath & Gate to Priory Park – Update from Landowner – *for consideration*
40. Recommendations from the Finance, Policy and Resources Committee:-  
from the Halls and Grounds Committee
  - i) Quotations for Mower Purchase – *for approval*
  - ii) Quotations for Drainage Work on Priory Park Football Pitches – *for approval*
  - iii) Restructure of Jubilee Hall Car Park Season Tickets – *for approval*