# Sydenham Damerel Parish Council

To members of Sydenham Damerel Parish Council,
You are duly summoned to attend the Annual and Ordinary meetings to be held on
Thursday 19th May 2022 at 7pm in St Marys Church, Sydenham Damerel

## Agenda No 107

## Annual Meeting

1. **Clerks welcome**
2. Apologies for absence
3. Election of Chair
   Election of officers
4. Close of meeting

## Ordinary meeting

5. Members of the Public Open Forum
6. Declarations of Interest
7. Minutes of previous meetings – 105 & 106 to be signed by the chair as a true and accurate records of those meetings.
8. Finance –
   AGAR 2021-22
   8.1 Asset register as at 31st March 2022 to be signed by the chair
   8.2 Certificate of Exemption – to be signed by the chair & RFO
   8.3 Annual Governance Statement – to be approved & signed by the chair & clerk
   8.4 Accounting Statements – to be approved & signed by the chair & RFO
   8.5 Confirmation of the dates of the period for the exercise of public rights
   8.6 Authorisation for payment of Invoices St Marys Church – Room hire £100.00
   Refund for purchase of defibrillator Mr Payne £500.00
   8.7 R.F.O. report on payments & receipts and bank reconciliation.
   8.8 Bank account – update mandate to include new signatories, and e banking
9. Planning application 0869/22/LBC – Listed building consent for internal alterations to cottage annex, new lean-to roof, demolition of chimney, infilling of former large door opening with timber window and natural stone, new rainwater goods & alternative window/pedestrian door.
   Site – Damerel House, Sydenham Damerel, PL19 8PU
10. Councillors reports
11. WDBC Cllr Jory – report on latest WDBC news.
12. Council updates:-
    12.1 Defibrillators – Planning permission for positioning the existing defibrillators
    12.2 Highways – update
    12.3 Newsletter
13. Review of Standing orders
14. New councillors - Invitations to become a member.
15. Correspondence -

Items for inclusion for the next meeting – In addition to items above, code of conduct

Date of next scheduled meeting:- Thursday 21st July 2022


Parish Councillors
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