**The Annual Meeting of Willersey Parish Council will be held on**

**Monday 16th May 2023** **at 7.30 pm in the Village Hall**

***Councillors are reminded of the requirement under the Code of Conduct to make:***

 ***A Declaration of Interest and record it whenever it is personally appropriate.***

**AGENDA**

1. **Election of Chairman**
2. **Apologies for absence**.
3. **To agree to coopt Nigel Green as Councillor**
4. **Agreement to the minutes of the meetings held on Monday 17th April**
5. **Matters arising from the minutes.**
6. **To Receive County and District Councillors reports**
7. **To Receive Parish Councillors Reports**
8. **Clerks Report**
* Complaint re. Food Genie Rob.P.
1. **Planning**
* None
1. **Highways, Greens and Cemetery**
* Update on Cemetery completion – **Clerk**
* To agree an increase in cemetery fees
* Approve Powell memorial
* To discuss action on noise from Farncombe estate.
* To decide whether to register Ley Orchard as a green with CDC.

**14) Policies**

To review and approve the following policies:

* Standing Orders Risk Assessment
* Internal Control Statement Financial Regulations
* Code of Conduct Complaints Policy
* Publication Scheme Data Protection Policy
* Cemetery Regulations
1. **Finance and General** (Month end balances)
* Balance at bank a/c 01691621 £30325.81 (£28463.14)
* Cemetery Reserve a/c 62013568 £28337.84 (£28319.92)
* General Reserve a/c 62193060 £13573.60 (£13565.01)

**Payments for approval:**

1666 SmartCut inv.19685 £325.30

1667 Clerk Salary April £383.32

1668 BHIB insurance renewal £886.66

1669 Office expenses, stationary £42.23

1670 CAM duck food £44.00

1671 Auditors fee £145.00

1. **AOB**

Confirmation of the next meeting date June 19th , Annual Parish meeting Monday 22nd May.