

FRPC Parish Council for The Farnhams

To: All Farnham Royal Parish Councillors

YOU ARE SUMMONED TO ATTEND THE ANNUAL MEETING OF FARNHAM ROYAL PARISH COUNCIL ON MONDAY 20 MAY 2024 AT 7.30 P.M. IN FARNHAM COMMON VILLAGE HALL, VICTORIA ROAD, FARNHAM COMMON, SL2 3NL

The meeting is open to the public and press and the first 15 minutes will be reserved, if required, for public comment. We have a policy on recording of meetings. Please apply to the Clerk for details.

Declarations of Interest: Any Member attending the meeting is reminded of the requirement to declare if he/she has a personal interest or a prejudicial interest in any item of business as defined in the Code of Conduct.

AGENDA

- 1 To elect a Chairman (and Declaration of Acceptance of Office)
- 2 To elect a Vice Chairman
- 3 Apologies for absence
- 4 To receive declarations of interest from Members
- 5 To confirm the minutes of the meeting held on 29 April 2024
- 6 Matters Arising (not covered elsewhere on the agenda - for information only)
 - 6.1 Update on Community Speedwatch
 - 6.2 Update on Parish Council office lease
 - 6.3 Update on anti-social behaviour in Blackpond Lane
 - 6.4 Update on new 95 day notice account with the Co-operative Bank plc
- 7 To review:
 - 7.1 Standing Orders
 - 7.2 Code of Conduct
 - 7.3 Asset Register
 - 7.4 Risk Assessment
 - 7.5 Finance Regulations
 - 7.6 Information & Data Protection Policy
- 8 To review delegation arrangements
- 9 To review the terms of reference of the Finance Committee and appoint members
- 10 To review the terms of reference of the Planning Working Group and appoint members
- 11 To make the following appointments:
 - 11.1 Data Protection Officer
 - 11.2 Lead Councillor – Finance and Contracts
 - 11.3 Lead Councillor – Planning
 - 11.4 Lead Councillor – Projects
 - 11.5 Lead Councillor - Highways
 - 11.6 Lead Councillor – Woodlands and Open Spaces
 - 11.7 Lead Councillor – Community
 - 11.8 Lead Councillor – Wellbeing
 - 11.9 Lead Councillor – Environment

- 12 To review the terms of reference and appoint a representative(s) on the Neighbourhood Plan Steering Group
- 13 To consider appointing Peter Cathcart and Katherine Damsell Nominative Trustees of Farnham Royal Relief in Sickness Charities
- 14 To appoint representatives on the following Outside Bodies and agree arrangements for reporting back:
 - 14.1 Burnham Beeches Community Board and its Action Groups
 - 14.2 Farnham Common Sports Club
 - 14.3 Farnhams Magazine
 - 14.4 Burnham Beeches and Stoke Common Consultation Group
 - 14.5 South Bucks Association of Local Councils
- 15 To confirm arrangement for insurance cover in respect of all insurable risks
- 16 To review the Council's and Clerk's subscriptions
- 17 To agree meeting dates and times for parish council meetings and committee meetings up to May 2025
- 18 To review flag flying arrangements for the next 12 months
- 19 Finance:
 - 19.1 To ratify purchase of replacement timber inc. installation for basket swing in Farnham Park Playing Fields.
 - 19.2 To consider purchasing a second set of batteries for the new Mobile Vehicle Activated Sign
 - 19.3 To consider purchasing a second set of batteries for the old Mobile Vehicle Activated Sign
 - 19.4 To consider adding activities relating to the old Mobile Vehicle Activated Sign to Amersham Town Council's Physical Assets contract
 - 19.5 To approve payments and note receipts, as per the May 2024 cashbook
 - 19.6 To consider transferring funds to the Instant Access Deposit Account
 - 19.7 To consider the 2023/24 Annual Accounts
- 20 Planning:
 - 20.1 To ratify comments on recent applications
 - 20.2 To note recent planning decisions
- 21 Any Other Business (for information only)
- 22 Next Parish Council meetings:
 - Full Council on 24 June 2024 at 7.30pm at Farnham Royal Village Hall
 - Full Council on 22 July 2024 at 7.30pm at Farnham Common Village Hall

Signed: *Judith Hall*
Clerk

Dated: 15 May 2024