

Lindfield Parish Council

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Parish Clerk: Mr A Funnell

Date of issue: 16 May 2025

Members of Lindfield Parish Council are hereby summoned to attend the **Annual Meeting of Lindfield Parish Council** to be held on **Thursday, 22 May 2025** at the **King Edward Hall, Lindfield (Jubilee Room)** at **8.00 p.m.** to transact the following business:

A G E N D A

1. To elect a Chair (*Supporting statements attached*). *If more than one candidate stands, then voting will take place using paper ballots.*
2. To receive the Chair's Declaration of Acceptance of Office.
3. To elect a Vice-Chair (*Supporting statement attached*). *If more than one candidate stands, then voting will take place using paper ballots.*
4. To receive Councillors' Declarations of Acceptance of Office (to include an undertaking to observe the Code of Conduct adopted by the Council) or, if not then delivered, to resolve for this to be done at a later date.
5. To receive and accept apologies and reasons for absence.
6. To receive Declarations of Interest by Members in respect of any Items on the Agenda. *The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of the meeting, that has not been disclosed under this item, the member must immediately disclose it.*
7. To confirm and sign the Minutes of the Council meeting held on 13 March 2025.
8. General Power of Competence - *The Parish Council resolves that, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to adopt the General Power of Competence.*
9. To review and confirm the delegation arrangements to committees, and officers, to appoint committees and review their terms of reference.
10. To confirm the Council Policy and Procedures (including Financial Regulations and Standing Orders).
11. To confirm arrangements for insurance, meetings and employment of staff.
12. Review of inventory of land and assets, including buildings and office equipment.
13. To appoint representatives to outside bodies and to agree arrangements for reporting back to the Council.
14. To note and confirm the list of direct debits and regular contracts.
15. Questions/comments from members of the public. *This will be limited to a maximum of 15 minutes. In accordance with Standing Order 3 (e) – (g) each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes.*
16. Chair's announcements.
17. Consultation Documents - to note/consider documents received.
18. Events – To consider a proposed event to mark 80 years since the end of the Second World War.
19. To approve arrangements for the Annual Report 2024/25 for publication in Lindfield Life magazine.
20. Combers Trust – To consider the reappointment of a Representative Trustee.
21. Any other business, arising after the preparation of this Agenda, which the Chair agrees to take as urgent. Any such matters will be for noting or referral to a future meeting only.

Signed *Andrew Funnell*

Andrew Funnell
Clerk to the Council

Cc: Cllr Garry Wall (WSCC)
Cllr Anne-Marie Cooke (MSDC) Cllr Cavan Wood (MSDC)

Members of the public and the press have a right to attend meetings of the Council and its Committees.