

Lindfield Parish Council

Clock Tower House
Lindfield Enterprise Park
Lewes Road
Lindfield
West Sussex
RH16 2LH

Tel: 01444 484115
e.mail: clerks@lindfieldparishcouncil.gov.uk
Parish Clerk: Mr A Funnell

Date: 7 June 2024

To: Members of Lindfield Parish Council

You are hereby summoned to attend the meeting of **Lindfield Parish Council** to be held on **Thursday, 13 June 2024** at **King Edward Hall, Lindfield** at **8 p.m.** to transact the following business:

Welcome and emergency announcements

AGENDA

1. **To receive and accept apologies and reasons for absence.**
2. **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.*
3. **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).*
4. **Chairman's announcements.**
5. **To receive the Report of the Internal Auditor** (attached)
6. **Annual Return 2023/24 Section 1: to approve by resolution the Annual Governance Statement 2023/24** (blank document, to be completed at the meeting).
7. **Annual Return 2023/24 Section 2 (Accounting Statements):**
 - i) to consider the Accounting Statements
 - ii) to approve by resolution the Accounting Statements for the financial year 2023/24.
8. **The setting of the date for the exercise of Electors' Rights:** to confirm the dates for the public inspection period (Date of notice: Friday 14th June, Inspection period Monday 17th June to Friday 26 July 2024 inclusive).
9. **Matters arising after the preparation of this Agenda**, which the Chairman agrees to take as urgent. Any such matters will be for noting or referral to a future meeting only.
10. **Exclusion of the public [and press]: to consider whether a resolution should be moved under Standing Order No. 3(d) and in accordance with the Public Bodies Admission to Meetings Act 1960 Section 1(2), to exclude the public and press from the following part of the meeting, by reason of the confidential nature of the business to be transacted or for other special reasons (staffing matters).**
11. **Toilets on the Common** – To review separate quotes for: a) Changing Places equipment and b) Mechanical, electrical and plumbing services.
12. **Denmans Lane Toilet Cleaning** – To consider cleaning quotes (if available).

Signed

Andrew Funnell

Andrew Funnell

Clerk to the Council

CC: Cllr Garry Wall (WSCC)
Cllr Anne-Marie Cook (MSDC)
Cllr Cavan Wood (MSDC)

Next Full Council meeting: Thursday 18 July 2024