

MILLAND PARISH COUNCIL

Chairman: Mr Jeremy Parker
Clerk: Miss Victoria Williams
21 Pease Croft, South Harting, West Sussex, GU31 5LB Tel: 07792 498087
Email: clerk@milland-wsx-pc.gov.uk Website www.milland-pc.gov.uk

You are hereby summoned to attend the **Annual Statutory Meeting** of Milland Parish Council to be held on
Wednesday 11 May 2022 at 6pm.

The business of the Meeting will be transacted in accordance with the following Agenda.

AGENDA

1. **Apologies**
2. **Election of Chairman 2022-23**
3. **Chairman's Declaration of Acceptance of Office as Chairman**
4. **Election of Vice-Chairman**
5. **Casual Vacancy** due to resignation of Matt Cussack – no election called
6. **Declaration of Interests**
7. **Appointment of members to serve on committees for 2022-23**
(Chairman ex-officio on all committees)
Finance & General Purposes – Messrs Parker, Farley, Mrs Truss and the Clerk
Planning – Messrs Stopher, Farley, Sir John Wigram (Mr Parker ex officio)
Environment & Amenities – Mr Stopher, Mrs Hoar and Mrs Pilkington (Mr Parker ex officio)
8. **Appointment of representatives to local groups and organisations**
Milland Memorial Hall – Mrs Truss
Milland Bonfire Group – Mr Parker
Milland Stores – Sir John Wigram
Hollycombe School – Mrs Hoar
Borden Village Hall – Sir John Wigram
Milland Tennis Club – Mr Farley
Sports Club – Mr Stopher
9. **Areas of responsibility**
Milland Lane North/B2070 - Jeremy Parker
Wheatsheaf/Foley/Forest Mere/Ripsley - Maureen Truss
Cartersland/Fernhurst Road/Strettons - Julie Pilkington
Millvale Meadows, Drakeleys Field/Pennels Close/West Meade - Colin Stopher
Hollycombe/Wardley/Lambourne - Alastair Farley
Rake Rd beyond Pennels Bridge/Cooks Pond Rd North - John Wigram
Cooks Pond Road South/Borden and Randle Wood - John Wigram
10. **Dates and times of ordinary meetings 2022-23**
2022 - 13 July, 14 September, 09 November
2023 - 11 January, 08 March with the Annual Parish Assembly (APA) on **12 April – Main Hall Required** and the Annual Statutory Meeting (ASM) on 10 May
11. **Confirm and sign the Minutes of 09th March 2022**
12. **Matters arising from the Minutes**
13. **Reports from the County & District Councillors**
14. **Public Participation**
15. **Finance** - Responsible Finance Officer – VW
 - a) Statement of Accounts 2021 - 2022 – *previously emailed to Councillors*
 - b) Payments for approval
 - c) End of year Statement of Accounts
 - d) Update on internal audit
 - e) Annual Governance and Accountability Return (AGAR)
 - f) Insurance Renewal Approval

ASM May 2022

16. **Other Administration**

- a) Digital Communication Screen
- b) Repair Cafe

17. **Planning – CS**

19. **Environment & Amenities and Highways matters**

- a) Queens Jubilee:
 - i. Celebration
 - ii. Gate
- b) Queen's Green Canopy
- c) Litter Pick
- d) Traffic Calming
 - i. Fernhurst Road
 - ii. Milland Lane
- e) Recreation Field Fence

Date of next meeting – 13 July 2022

Viki Williams, Clerk to the Council, 04 May 2022