

**Your attendance is requested at  
The Annual Meeting of Sunninghill & Ascot Parish Council  
to be held virtually on Tuesday, 04 May 2021 at 7.00pm**

**TO:** Members: Councillors A Sharpe (Chairman), B Story (Vice-Chairman), P Carter, L Davison, P Deason, R Ellison, M Finch, J Gripton, C Herring, B Hilton, S Humphrey, C Lester, C Richardson, S Verma, R Wood.

**TO:** Other Members of the Borough Council for information and Outside Bodies.

**Access via Zoom:** Meeting ID 998 8263 6420 Telephone access: 0203 481 5240  
Passcode on request from the Parish Clerk 0203 901 7895

## **AGENDA**

- 1. TO NOTE APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST**  
To receive any Declarations of Interest in accordance with the adopted Code of Conduct.
- 3. MINUTES**  
To approve the Minutes of the Council Meeting held on 13 April 2021.
- 4. APPOINTMENT OF CHAIRMAN OF THE COUNCIL**  
To elect the Chairman of the Council and receive the Chairman's declaration of acceptance of office.
- 5. APPOINTMENT OF THE VICE-CHAIRMAN OF THE COUNCIL**  
To elect the Vice-Chairman of the Council and receive the Vice-Chairman's declaration of acceptance of office.
- 6. APPOINTMENT OF COMMITTEE(S) CHAIRMAN & VICE- CHAIRMAN**  
To elect the Chairman and Vice Chairman of the Parish Council's committees: the Planning Committee, the Leisure & Cultural Committee and the Finance & Personnel Committee.
- 7. APPOINTMENT OF COMMITTEE MEMBERS**  
To appoint members to the Parish Council Committees.
- 8. APPROVAL OF STANDING ORDERS AND FINANCIAL REGULATIONS, RISK REVIEW AND INTERNAL AUDIT ARRANGEMENTS FOR THE YEAR 2021/22**
  - (a) To receive a formal announcement from the Chairman regarding the Asset Register.
  - (b) To decide whether to approve the Standing Orders as updated or to adopt the NALC Model Standing Orders, both circulated as backing papers in advance of the meeting.
  - (c) To approve the Financial Regulations, Risk Review and Internal Audit Arrangements as updated and circulated as backing papers in advance of the meeting.
- 9. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**  
To appoint where required and invited.
- 10. FORMAL ANNOUNCEMENTS**  
To receive any announcements which the Chairman considers should be made at this meeting.
- 11. PUBLIC ADJOURNMENT**  
The meeting will be adjourned for a maximum of 15 minutes to allow Members of the Public, if present, to address the Council about matters of local concern.
- 12. PRESENTATION OF COMMITTEE MINUTES**  
Planning Committee of 20 April presented by Cllr R Wood.
- 13. FINANCIAL UPDATES**  
Finance & CIL update presented by Cllr R Wood.

**14. ANY OTHER BUSINESS**

Any item which is relevant but requires no decision.

Helen Goodwin  
Clerk to the Council

27 April 2021