

Your attendance is requested at
The Annual Meeting of Sunninghill & Ascot Parish Council
to be held on Tuesday, 16 May 2023 at 7.00pm
in King Edward VII Meeting Room, Ascot Racecourse, SL5 7JX

- TO:** Members: Councillors A Sharpe (Chairman), B Hilton (Vice-Chairman), L Davison West, J Gripton, C Herring, D Hilton, C Revilla, C Roberts, D Sanders, B Story, R Tavoletti, S Verma, R Wood.
- TO:** Other Members of the Borough Council for information and Outside Bodies.

AGENDA

- 1. APPOINTMENT OF CHAIRMAN OF THE COUNCIL**
To elect the Chairman of the Council and receive the Chairman's declaration of acceptance of office.
- 2. APPOINTMENT OF VICE-CHAIRMAN OF THE COUNCIL**
To elect the Vice-Chairman of the Council and receive the Vice-Chairman's declaration of acceptance of office.
- 3. DECLARATION OF ACCEPTANCE OF OFFICE**
To receive the Declaration of Acceptance of Office of all councillors as recently elected.
- 4. TO APPROVE APOLOGIES FOR ABSENCE**
To receive and approve any apologies for absence.
- 5. DECLARATIONS OF INTEREST**
To receive any Declarations of Interest in accordance with the adopted Code of Conduct.
- 6. CO-OPTION OF COUNCILLORS**
To consider and agree any applications for co-option.
- 7. APPOINTMENT OF COMMITTEE MEMBERS**
To appoint members to the Parish Council Committees.
- 8. APPOINTMENT OF COMMITTEE CHAIRMEN & VICE-CHAIRMEN**
To elect the Chairman and Vice Chairman of the Parish Council's committees and the Lead Member for Finance:
 - the Planning Committee;
 - the Leisure & Cultural Committee;
 - the Finance & Personnel Committee;
 - the Lead Member for Finance.
- 9. DEEDS & TRUST DOCUMENTS**
To inspect any deeds and trust instruments in the custody of the council.
- 10. APPROVAL OF PROCEDURAL DOCUMENTS FOR THE YEAR 2023/24, THE INTERNAL AUDIT ARRANGEMENTS AND THE INSURANCE QUOTE FOR THE YEAR 2023/24**
To approve the Standing Orders, Financial Regulations, Committee Terms of Reference, Risk Review, Internal Audit Arrangements and Insurance Quote, as circulated as backing papers in advance of the meeting.
- 11. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**
To appoint where required and invited.

12. FORMAL ANNOUNCEMENTS

To receive any announcements which the Chairman considers should be made at this meeting.

13. 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.

14. MINUTES

To approve the minutes of the Council Meeting held on 28 March 2023.

15. PRESENTATION OF COMMITTEE MINUTES

Planning Committee of 18 April presented by Cllr R Wood.

16. FINANCIAL UPDATES & APPROVAL OF PAYMENT LISTS

Finance & CIL update presented by Cllr R Wood.

To approve the payment lists for payments made in February and March.

17. APPOINTMENT OF NEW BANK SIGNATORIES

To appoint two new signatories to the bank account.



Helen Goodwin
Clerk to the Council

10 May 2023