

Your attendance is requested at
The Annual Meeting of Sunninghill & Ascot Parish Council
to be held on Tuesday, 07 May 2024 at 7.00pm
in King Edward VII Meeting Room, Ascot Racecourse, SL5 7JX

- TO:** Members: Councillors A Sharpe (Chairman), B Hilton (Vice-Chairman), P Carter, L Davison West, J Gripton, C Herring, D Hilton, C Revilla, C Richardson, D Sanders, B Story, R Tavoletti, M Turton, 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. TO APPROVE APOLOGIES FOR ABSENCE**
To receive and approve any apologies for absence.
- 4. DECLARATIONS OF INTEREST**
To receive any Declarations of Interest in accordance with the adopted Code of Conduct.
- 5. 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.
- 6. APPOINTMENT OF COMMITTEE MEMBERS**
To appoint members to the Parish Council Committees.
- 7. 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 CIL Committee;
 - the Finance & Personnel Committee;
 - the Lead Member for Finance.
- 8. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**
To appoint where required and invited.
- 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 2024/25, THE INTERNAL AUDIT ARRANGEMENTS AND THE INSURANCE ARRANGEMENTS FOR THE YEAR 2024/25**
To approve the Standing Orders, Financial Regulations, Risk Review, Complaints Procedure, Internal Audit Arrangements and Insurance Arrangements, as circulated as backing papers in advance of the meeting.

11. FORMAL ANNOUNCEMENTS

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

12. MINUTES

To approve the minutes of the Council Meeting held on 26 March 2024.

13. PRESENTATION OF COMMITTEE MINUTES

Planning Committee of 16 April presented by Cllr R Wood.

14. FINANCIAL UPDATES & APPROVAL OF PAYMENT LISTS

Finance & CIL update presented by Cllr R Wood.

To inspect the payment lists for payments made from November 2023 to March 2024.

15. COMMUNITY CENTRE BUSINESS PLAN

To receive the Business Plan recently commissioned for the proposed Community Centre.



Helén Goodwin
Clerk to the Council

01 May 2024