

LOCAL GOVERNMENT ACT 1972

PARISH OF CAPEL, BEARE GREEN AND COLDHARBOUR

NOTICE OF ANNUAL MEETING OF PARISH COUNCIL

NOTICE IS HEREBY GIVEN THAT THE NEXT MEETING OF CAPEL PARISH COUNCIL WILL BE HELD IN HYBRID FORM ON MONDAY 17 MAY 2021 COMMENCING AT 7.30PM.

THIS MEETING IS OPEN TO THE PUBLIC UNLESS THE COUNCIL OTHERWISE DIRECTS. MEMBERS OF THE PUBLIC WISHING TO ATTEND THE MEETING SHOULD CONTACT THE CLERK TO RECEIVE JOINING INSTRUCTIONS.

PUBLIC QUESTIONS

TEN MINUTES WILL BE AVAILABLE DURING THE MEETING FOR MEMBERS OF THE PUBLIC TO EXPRESS A VIEW OR ASK A QUESTION RELEVANT TO MATTERS ON THE AGENDA.

AGENDA

- Election of Chairman: Signing of Acceptance of Office of Chairman
 - Election of Vice Chairman
 - Appointment of Parish Council Committees (i) Finance (ii) Planning
 - Appointment of representatives to Committees
 - Signing of Pecuniary Interest Forms
 - Appointment of Internal Auditor
 - Dates of Finance and Planning Committee meetings: 2022
 - Dates of Full Council Meetings: January – December 2022
- 1 Apologies for Absence
 - 2 To agree, adopt and sign the minutes of the Full Council meeting held on 19 April 2021
 - 3 To agree, adopt and sign the minutes of the Extraordinary Planning Committee meeting 21 April 2021 and the minutes of the Planning committee meeting held on 4 May 2021
 - 4 Declarations of Interest
 - 5 Public Questions
 - 6 Clerk's Report
 - 7 To approve Standing Orders
 - 8 Update – Temple Lane, Capel
 - 9 Land West of Ifield
 - 10 Gatwick Night Flights Consultation
 - 11 To resolve and approve or refuse matters discussed at the Finance Committee meeting.
 - 12 To update the Capital Projects spreadsheet
 - 13 **Reports from Members**
 - (a) Finance
 - (i) to agree, adopt and sign accounts to 17 May 2021
 - (ii) to agree and sign invoices for payment
 - (ii) to agree, adopt and sign minutes of Finance Committee of 10 May 2021
 - (iii) to propose Finance Regulations reviewed at Finance Committee meeting
 - (b) Ward Matters
 - (i) Beare Green
 - (ii) Capel
 - (iii) Coldharbour
 - 14 Correspondence
 - 15 Urgent matters at discretion of Chairman for note or inclusion on a future agenda

Next meetings of the Parish Council:

Full Council Meeting: Monday 21 June 2021

Planning Committee: Monday 7 June 2021

Finance Committee: Monday 13 September 2021

13 May 2021