

12<sup>th</sup> May 2025

### Councillors

You are hereby summoned to attend the Annual Meeting of Bray Parish Council which will be held at Braywood Memorial Hall, Fifield Road, Fifield at 7:00pm on Monday 19<sup>th</sup> May 2025 where the following business will be transacted.

Cllr S Cross, Cllr K Elvin (Chairman), Cllr S Eginton, Cllr J Glover, Cllr J Filipczak-Korczak, Cllr L Kneen, Cllr M Parkinson, Cllr N Pellew, Cllr J Phillips, Cllr M Pierce, Cllr R Tavinor, Cllr L Walters, Cllr D Wilson (Vice Chairman).

**Members of the Public:** In accordance with The Public Bodies (Admissions to Meetings) Act 1960, members of the public wishing to address the Council have the opportunity to do so during the Public Forum. However, also in accordance with The Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Esther Cope  
Clerk/RFO

 = Resolution      £ = Expenditure approval

## Agenda

### 001/2025 Chairman's request

That all mobile devices are switched off for the duration of the meeting  
A reminder to all in attendance of the fire safety regulations for the venue of the meeting

### 002/2025 Recording/Filming of the Meeting

The Council permits the filming and recording and photography of its public meetings (Standing Order 3) k.).  
By attending the meeting, you are consenting to being filmed and recorded unless you notify the Clerk in advance that you do not wish to be  
All present to be asked if they have any intention of recording/filming all or part of the meeting

### 003/2025 Election of the Chairman for the forthcoming year and signing of the Acceptance of Office

### 004/2025 Election of the Vice-Chairman for the forthcoming year and signing of the Acceptance of Office

### 005/2025 Apologies for absence, declarations of Interest and Dispensations

To receive apologies for absence  
All Members are to be reminded that they must disclose any disclosable pecuniary interests, registerable interests and any non-registerable interests they have in items of business on the meeting's agenda either at this point or during the agenda item. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. If not already done so, they are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting  
The Clerk to request Councillors to review and update their declaration of interests' form

005.001 To approve dispensation to allow Councillors voting on item no. 015/2025 

## **006/2025 Minutes from previous meetings 🖐️**

To approve the minutes of the meeting held on Monday 14<sup>th</sup> April 2025

## **007/2025 To approve Committee and Working Group Memberships for CY 2025/26 🖐️**

## **008/2025 To approve dates and times of Council and Committee meetings for CY 2025/26 🖐️**

## **009/2025 Election of the Planning Committee Chairman for the forthcoming year 🖐️**

## **010/2025 Election of the Planning Committee Vice-Chairman for the forthcoming year 🖐️**

## **011/2025 Admission of the Public 🖐️**

In accordance with the Public Bodies (Admission to Meetings) Act 1960, Members to resolve whether to exclude members of the public from all or part of the meeting

## **012/2025 ARD Playground Report**

## **013/2025 Public Forum**

The Chairman to allow maximum of 15 Minutes (3 mins per speaker) for the public to address the Council (extended on approval of the Chairman). Priority will be given to those members of the public wishing to share information relating to items on the agenda. Once the public session is closed, members of the public are not permitted to speak

## **014/2025 Financial Committee**

To receive a report of the meeting held Wednesday 30<sup>th</sup> April 2025

### 014.001 To approve the following policies as recommended by the Finance Committee 🖐️

- Expenses Policy
- Grants Policy
- Social Media Policy
- Communications and Engagement Policy

### 014.002 To receive the annual accounts for year ending 31<sup>st</sup> March 2025

### 014.003 To receive the Interim and final internal audit reports for FY 2024/25 and approve the action plan for addressing recommendations

### 014.004 Annual Governance Statement 🖐️

To approve the Annual Governance Statement (AGAR part 1) 2024/2025

### 014.005 Accounting Statements FY2024/25 🖐️

To approve the Accounting Statements FY 2024/2025 (AGAR part 2)

### 014.006 To note the date of the public Inspection of Accounts

## **015/2025 To approve Basic Parish Allowances for FY2025/26 🖐️**

## **016/2025 To approve payment of Direct Debits and Standing Orders for FY2025/26 🖐️**

## **017/2025 To review the current list of approved policies and best practice documents 🖐️**

## **018/2025 Correspondence and General Matters**

### 018.001 BALC, To approve a representative of the council to attend meetings 🖐️

### 018.002 Cllr Kneen to report on the RBWM Flood Liaison Meeting, Tuesday 22<sup>nd</sup> April 2025

## **019/2025 Chairman's Report**

## **020/2025 Clerk's Report**

## **021/2025 Date of the next meeting Monday 23<sup>rd</sup> June 2025**

## **Public Bodies (Admission to Meetings) Act 1960 - Exclusion of the public**

The Chairman will move that under Section 1(2) of the Public Bodies (Admission to Meetings) Act, the public shall be excluded from the remainder of the meeting by reason of the confidential nature of the business to be transacted.

## **022/2025 Confidential Session**

## **023/2025 Banking Mandates**

023.001 To approve amendments to the banking mandates as recommended by the Finance Committee 🖐️

## **024/2025 HR Committee**

To receive a report of the meeting held Thursday 6th March 2025

To receive a report of the meeting held Friday 9<sup>th</sup> May 2025