

**ANNUAL MEETING OF WASHINGTON PARISH COUNCIL**

TO: All members of the Council: Cllr C. Brookes, Cllr A. Dillaway, Cllr B. Hanvey, Cllr O. Jupp, Cllr T. Keech,

Cllr A. Lisher (Presiding Chairman)and Cllr J Thomas.You are hereby summoned to attend the Annual Meeting of the Parish Council on:

**Monday 12th May 2025 at 7:00pm in the Washington Village Hall (Dore Room)**

**AGENDA**

1. **Election of the Chair of the Parish Council**

To Elect the Chair for the 2025.26 municipal year and receive their signed acceptance of office

1. **Election of the Vice-Chair of the Parish Council**

To Elect the Vice-Chair for 2025.26 municipal year and receive their signed acceptance of office

1. **Apologies for Absence**

To Receive apologies for absence.

1. **Declaration of Members’ Interests.**

To Receive any interests as defined under the Localism Act 2011 and updated Register of Interests Forms.

1. **Minutes of the last Council meetings**

To Approve the Minutes of the last Full Council Meeting held on 7th April 2025 and the Extraordinary

Meeting of the Council held on 28th April 2025

1. **Public Session**

Members of the public may speak in accordance with Standing Orders e-g at the discretion of the Chair about items on this agenda.

1. **County and District Reports**

To Receive reports from the WSCC and HDC Councillors

1. **Clerk’s Report**

To Receive the Clerk’s Report and agree any recommendations

1. **Financial Matters**

To Agree the Payments Schedule and to report income and bank reconciliations for April 2025.

1. **Committees**

To Review Terms of Reference and Appoint Members to the Committees

1. **Membership of Working Groups and Outside Bodies**

To Appoint members to serve as representatives on Working Groups and Outside Bodies.

1. **Annual membership subscriptions**

To Review and Agree the annual membership subscriptions for the Council and Clerk.

1. **Fees and Charges**

To Review and Agree the Council’s fees and charges.

1. **Banking**

To Review and Agree banking arrangements for the Council’s accounts.

1. **Standing Orders**

To Review and adopt the Council’s Standing Order for 2025.26

1. **Financial Regulations**

To Review and adopt the Council’s Financial Regulations for 2025.26.

1. **Code of Conduct**

To Review and adopt the Council’s Code of Conduct for 2025.26

1. **Policies and Risk Assessments**

To Review the Council’s Policies, Financial and Non-Financial Risk Assessments for further adoption.

1. **Asset Registers**

To Agree recommendation from the OSRA Committee to Adopt the 2025.26 Asset Registers for the Council and Washington Recreation Ground Charity

1. **Insurance**

To Review and Agree the Council’s 2025.26 insurance policy schedule and quotation for renewal.

1. **Internal Audit Report and Letter**

To Review the Council’s Internal Audit Report and Letter.

1. **Annual Governance and Accountability Return (AGAR) Section 1. 2024.25**

To Review and Agree the Annual Governance Statement Section 1

1. **Annual Governance and Accountability Return (AGAR) Section 2. 2024.25**

To Review and Agree the Annual Accounting Statement Section 2.

1. **Notice of Public Rights and Explanation of Variances**

To Receive and Note the Notice of Public Rights and Explanation of Variances

1. **Any Urgent Items**
2. **Chairman’s Announcements**

Matters relating to the business of the Council for information only

1. **Date of next meeting**

Monday 2nd June 225



Z Savill

Clerk to Washington Parish Council

6th May 2024

*The Public are welcome to attend the part of this meeting which they are permitted access, subject to the hall’s safe seating capacity. Under the provisions of the Local Government Audit and Accountability Act 2014 (Openness of Local Government Bodies Regulations 2014), members of the public are permitted to film or record Council meetings to which they are permitted access, in a non-disruptive manner. By attending this meeting, it is deemed that you consent to this. A person or persons recording the parish meeting are reminded that the Public Speaking period is not part of the formal meeting and that they should take legal advice for themselves as to their rights to make any recording during that period.*