Notice is hereby given that the **Annual Meeting** of **Westerham Town Council** will be held at Russell House commencing at 7.30pm on Wednesday 20th May 2014 to transact the under mentioned business, which Councillors are summoned to attend.  

Mrs Angela Howells, Clerk

### AGENDA

1. **Election of a Chairman**
2. **Chairman’s Declaration and Acceptance of Office**
3. **Election of a Vice Chairman**  
   Declaration and Acceptance of Office
4. **To receive and accept apologies for absence**  
   Please inform the Clerk if you are unable to attend.
5. **Declarations of interest**  
   To receive any disclosure by members of pecuniary and non-pecuniary interests in matters on the agenda, not previously disclosed.
6. **To approve Membership and Chair of Committees**
7. **To approve Representatives on outside bodies**
   - (1) Parish Paths
   - (2) Crockham Hill Hall Committee
   - (3) Friends of the Long Pond
   - (4) KALC (Sevenoaks Area Committee)
   - (5) Westerham Hall Management Committee
   - (6) Westerham Bonneval Association
   - (7) Police Liaison Councillor
   - (8) Youth Councillor
   - (9) Town Partnership
   - (10) Protect Kent (CPRE)
   - (11) Edenbridge Partnership
   - (12) Edenbridge Warden Steering Committee
   - (13) SDC Health Action Team
8. **Minutes of the meeting**  
   Held on 23rd March 2015 for approval

Annexed
9. Information items arising
From the minutes of the previous meeting and not dealt with elsewhere on the agenda

10. Public Session: Opportunity for the public to ask questions

11. To approve the following minutes of Committees by members present at the relevant Committee meetings and for Council to receive and consider them -
   1) Planning and Development 26.03.15 Annexed
   2) Planning and Development 09.04.15 Annexed
   3) Youth and Community 20.04.15 Annexed
   4) Planning and Development 23.04.15 Annexed
   5) Highways and Lighting 27.04.15 Annexed
   6) Planning and Development 07.05.15 Annexed

12. Finance
   (1) To Approve Cheque list to 31/03/2015 Annexed
   (2) To Approve End of Year Accounts 2014/2015 Annexed
   (3) To receive the report from the Internal Auditor Annexed
   (4) To agree and sign Annual End of Year Return 2014/2015 Annexed
   (5) To agree and sign Annual Governance Statement 2014/15 Annexed
   (6) To note budget item rollovers Annexed
   (7) To review reserves Annexed
   (8) To approve annual subscriptions Annexed
   (9) To approve reinvestment of Lloyds fixed rate Bond
   (10) To approve grant to St Mary’s Church, Westerham
   (11) To approve grant to Holy Trinity Church, Crockham Hill

13. Consultations
   (1) SDC Community Infrastructure Levy (CIL) Infrastructure Plan – Request for Information Annexed
   (2) KALC Membership Survey 2015
   (3) Sevenoaks District Parish/Town Charter Annexed

14. Correspondence
   (1) South East Coast Ambulance Service – Call 2015 event, 27th May 2015
   (2) NALC’s direction of travel – April 2015
   (3) Email from resident about A25 re-surfacing Annexed

15. To review the standard of litter and street Cleaning as provided by SDC

16. ‘Council Away Day’ – 2nd July – Informal Strategy discussion of key issues for the next four years

17. Date of Next Meeting
   Monday 13th July 2015