



Notice is hereby given that the **Annual Meeting** of **Westerham Town Council** will be held at Russell House commencing at 7 pm on Monday 15th May 2023 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. Declarations and Acceptance of office for Councillors
5. To receive and accept apologies for absence
Please inform the Clerk if you are unable to attend.
6. Declarations of interest
To receive any disclosure by members of pecuniary and non-pecuniary interests in matters on the agenda, not previously disclosed.
7. To approve Membership and Chair of Committees To follow
8. To approve Representatives on outside bodies To follow
9. Minutes of the meeting
Minutes of the meeting held on 20th March 2023 to be signed as a true record Annexed
10. Information items arising
From the minutes of the previous meeting and not dealt with elsewhere on the agenda
11. Public Session: Opportunity for the public to ask questions
12. To resolve that as WTC meets the eligibility criteria WTC now
deploys the Power of General Competency Annexed

13. 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	30.03.23	Annexed
(2)	Planning and Development	13.04.23	Annexed
(3)	Youth and Community	17.04.23	Annexed
(4)	Annual Town Meeting	26.04.23	Annexed
(5)	Planning and Development	27.04.23	Annexed
(6)	Planning and Development	11.05.23	To follow

14. Finance

(1)	To approve Payment list to 31/03/2023	Annexed
(2)	To approve End of Year Accounts 2022/2023	Annexed
(3)	To approve and sign Annual Governance Statement 2022/2023	Annexed
(4)	To approve and sign Annual Accounting Statement 2022/2023	Annexed
(5)	To note reserves	Annexed
(6)	To approve virements/rollovers	Annexed
(7)	To approve subscriptions 2023/2024	Annexed
(8)	To approve renewal of Insurance Policy	
(9)	To approve new bank signatories	

15. Correspondence

- (1) Thank you for grant from West Kent Mediation
- (2) Thank you for grant from Holy Trinity Church, Crockham Hill

16. Date of Next Meeting

Monday 10th July 2023