



Notice is hereby given that the **Annual Meeting** of **Westerham Town Council** will be held at Russell House commencing at 7 pm on Monday 20th May 2024 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 Annexed
7. To approve Representatives on outside bodies Annexed
8. Minutes of the meeting
Minutes of the meeting held on 18th March 2024 to be signed as a true record 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 resolve that as WTC meets the eligibility criteria WTC now
deploys the Power of General Competency Annexed
12. 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	28.03.24	Annexed
(2)	Planning and Development	11.04.24	Annexed
(3)	Youth and Community	15.04.24	Annexed
(4)	Highways and Lighting	22.04.24	Annexed
(5)	Planning and Development	25.04.24	Annexed
(6)	Annual Town Meeting	08.05.24	Annexed
(7)	Planning and Development	09.05.24	Annexed
(8)	Finance and General Purposes	31.05.24	To follow

14. Finance

(1)	To approve Payment list to 31/03/2024	Annexed
(2)	To approve End of Year Accounts 2023/2024	Annexed
(3)	To approve and sign Annual Governance Statement 2023/2024	Annexed
(4)	To approve and sign Annual Accounting Statement 2023/2024	Annexed
(5)	To note reserves	Annexed
(6)	To approve virements/rollovers	Annexed
(7)	To consider grant to Air Ambulance	Annexed
(8)	To consider grant to WTP for September Fayre	Annexed

15. Correspondence

16. Date of Next Meeting

Monday 8th July 2024