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| Graphical user interface, text, application  Description automatically generated | **Clerk to the Council:** Oliver Last  **e-mail:** [ashurstclerk@outlook.com](mailto:ashurstclerk@outlook.com) |

**TO: ALL MEMBERS OF ASHURST PARISH COUNCIL**

Councillors are respectfully summoned to attend the Annual Meeting of Ashurst Parish Council on **Thursday 15th May 2025 at 6.30pm at Ashurst Village Hall** for the transaction of the business on the Agenda below.

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Oliver Last

Clerk to the Council

9th May 2025

**AGENDA**

1. **Election of Chair and Vice Chair**
2. To elect a Chair for the next Council year
3. To elect a Vice Chair for the next Council year
4. **Attendance and Apologies for Absence**

To accept apologies for absence

1. **To Receive Declarations of Interest, Notification of Changes to Members’ Interests and consider any requests for a dispensation**

To receive any declarations of interests from Members in respect to items on the agenda.

1. **Appointments to outside bodies**

To confirm any councillor appointments to outside bodies, including WSALC, HALC, HDC Climate Rep and Climate Action Group.

1. **Public Session** (members of the public may speak for up to 5 minutes at the discretion of the Chair about items on the agenda).
2. **Approval of the Minutes of the Meeting of the Parish Council held on** [**20th March 2025**](https://ashurstpc-my.sharepoint.com/personal/clerk_ashurstpc_onmicrosoft_com/Documents/Ashurst%20Parish%20Council/Minutes/25-26/Draft%20minutes%20March%202025.docx)**\***

To review and approve.

1. **District Councillor Reports**

To receive any reports.

1. **HALC Update**

To receive an update from the Chair.

1. **Certificate of Exemption**

To approve the Certificate of Exemption from external audit for the Annual Governance and Accountability Return for 2024/25.

1. **Annual Governance and Accountability Return (AGAR) \***
2. **Internal Audit Report**

To review and approve

1. **Section 1 of the AGAR**

To review and approve

1. **Section 2 of the AGAR**

To review and approve

1. **Notice of electors’ rights**

To confirm dates

1. **To review any recommendations made by the Internal Auditor**

To discuss and agree any recommendations made by the auditor.

1. **Insurance Renewal**

To review the insurance renewal quote; current insurance expires 1st June 2025**\***

1. **Review the Standing Orders\***

To review and approve the recently amended Standing Orders

1. **Planning Applications**
2. **Review any planning applications received since the publication of the agenda**
3. **Planning Decisions from HDC**

To receive decisions on planning applications from Horsham District Council.

1. **Payments and bank reconciliation\***

Review schedule of payments and bank reconciliation since the last meeting (March 20th) and to note the remaining balance of the PWLB loan.

1. **Recreation Ground**
2. To receive a report on the Recreation Ground Trust’s income and expenditure since the last meeting (March 20th).\*
3. To approve setting up a direct debit for water rates (Business Stream)
4. To review 2025/26 contract and charge for Ashurst United Football Club to hire the Recreation Ground
5. To receive an update on the rebuild/replacement of the John Eaton Hut.
6. To receive a general update on the Recreation Ground.
7. **Speedwatch and Speed Restrictions within the Parish**
8. To receive an update on any recent developments.
9. **Operation Watershed**

To receive and, if considered appropriate, approve an application to Operation Watershed.

1. **To agree a revised date for the Annual Parish Meeting.**

**Next meeting date: 17th July 2025**

**\*Documents circulated with the agenda**