



# Chailey Parish Council

[www.chailey.org](http://www.chailey.org)

To All Councillors

**A Meeting of Chailey Parish Council, which you are summoned to attend, will be held on Tuesday 13<sup>th</sup> December 2011 in the Reading Room, Chailey Green, following the meeting of the Planning and Environs Committee.**

Members of the public have a right to and are welcome to attend, and an opportunity will be made available to them to speak at the beginning of the meeting, after which they may remain, but must not speak unless invited to do so.

Signed:.....Clerk

Date: 7<sup>th</sup> December 2011

## AGENDA

1. Apologies for absence.
2. Declarations of Interest.
3. Questions/comments from members of the public.
4. Items not on the agenda which the Chair of the meeting is of the opinion should be considered as a matter of urgency.
5. To agree the Minutes of the previous Council Meeting held on Tuesday 15th November 2011 (previously circulated).
6. To receive reports from Council Representatives on Village Organisations.
7. Localism Act 2011- To note Provisions of Interest to Parish Councils (previously circulated).
8. To note progress of review of Council Standing Orders:
  - To include clarification of roles and responsibilities (previously circulated) .
9. To consider Finance Report to Council, including:
  - Financial summary for November 2011 (to follow)
  - Approval of expenditure
10. To consider items of additional expenditure for 2012/13 budget.
11. To consider correspondence for noting and response.
12. To consider Items for information and further discussion.
13. To consider Risk Implications to include:
  - Update on progress of amended Risk Assessment schedule
14. Implications to Crime and Disorder Act 1998 Section 17.
15. To confirm Parish Council meeting dates for 2012
16. Date of next meeting: Full Council 3<sup>rd</sup> January 2012.