\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Councillors are summoned to attend the Parish Council Meeting**

**to be held as follows:**

Date: **Monday 18th March 2024**

Time: **7.30 pm**

Place: **Elstead Youth Centre**

Members of the public who wish to raise any matters relating to Council business will be invited to do so at 7.30pm. A time of approximately 10 minutes has been set aside for question and answers.

**Juliet Williams - Parish Clerk**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Agenda for the meeting is set out below:

1. Apologies for Absence
2. Declaration of Interests
3. Approval of Minutes of Previous Meeting held 19th February 2024
4. Approval of Minutes of Planning Meeting held 26th February 2024
5. Report following the Town & Parish Forum held 12th March 2024
6. Matters arising from the minutes
7. WBC Update
8. SCC update
9. NHP update
10. OE update
11. EVRS update
12. Update on Burford Lodge Pavilion Plans
13. Bike Track
14. Clerk CILCA qualification
15. Online accounting system
16. Changing to .gov.uk email address
17. Annual Report 2023-2024
18. Annual Parish Assembly
19. Reports and Correspondence
20. Finance
    1. Bank balance up to the end of February 2024
    2. Accounts for payment for March 2024.
    3. Finance review and update to March 2024. To include income, expenditure and bank reconciliations.
    4. To confirm investment policy for April 2024 following the deposit of 24-25 precept
21. Matters raised by Members
22. Exempt Business – to the exclusion of the public and press

Juliet Williams

**Clerk – Elstead Parish Council**