ELLISFIELD PARISH COUNCIL

Clerk: Hannah Ford

Email: clerk@ellisfield.gov.uk

NOTICE OF MEETING

You are summoned to attend the ordinary meeting of ELLISFIELD PARISH COUNCIL for the transaction of business as set in the agenda below on Monday 15th May 2023

Location: The Memorial Hall, Ellisfield

Time: 7.00pm

Hannah Ford, Parish Clerk

Prior to the commencement of the Parish Council meeting there will be an opportunity for Residents to ask questions or make statements regarding any matter on the agenda.

 230502 To elect a Vice chairman for ensuing municipal year and receive the signed acceptance of office form. 230503 To approve direct debits and standing orders. Sovereign Housing ICO 230504 To adopt the following policies Standing Orders Code of Conduct Asset register Grievance Disciplinary Dignity at Work Complaints Policy Vexatious Complaints Policy Record Retention Schedule 230505 To receive and accept apologies for absence. 230506 To agprove the dates of the meetings for the ensuing municipal year. 230507 To agprove the requests for Payments for April and May 2023. 230509 To approve the requests for Payments for April and May 2023. 230510 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 230512 To approve the Insurance policy for 2023-2024. 	230501	To elect a chairman for ensuing municipal year and receive the signed acceptance of office form.
 230503 To approve direct debits and standing orders. Sovereign Housing ICO 230504 To adopt the following policies Standing Orders Code of Conduct Asset register Grievance Disciplinary Dignity at Work Complaints Policy Vexatious Complaints Policy Record Retention Schedule 230505 To receive and accept apologies for absence. 230506 To receive and note any declarations of pecuniary interest relevant to the agenda. 230507 To agree the dates of the meetings for the ensuing municipal year. 230508 To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 14th March 2023 and the Annual Parish meeting on 27th April 2023. 230509 To approve the requests for Payments for April and May 2023. 230510 To note the current financial situation and the reconciliation of the bank balance. 230511 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 	230502	To elect a Vice chairman for ensuing municipal year and receive the signed
 Sovereign Housing ICO 230504 To adopt the following policies Standing Orders Code of Conduct Asset register Grievance Disciplinary Dignity at Work Complaints Policy Vexatious Complaints Policy Record Retention Schedule 230505 To receive and accept apologies for absence. 230506 To receive and accept apologies for the ensuing municipal year. 230507 To agree the dates of the meetings for the ensuing municipal year. 230508 To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 14th March 2023 and the Annual Parish meeting on 27th April 2023. 230509 To approve the requests for Payments for April and May 2023. 230510 To note the current financial situation and the reconciliation of the bank balance. 230511 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023.		
 ICO 230504 To adopt the following policies Standing Orders Code of Conduct Asset register Grievance Disciplinary Dignity at Work Complaints Policy Vexatious Complaints Policy Record Retention Schedule 230505 To receive and accept apologies for absence. 230506 To receive and note any declarations of pecuniary interest relevant to the agenda. 230507 To agree the dates of the meetings for the ensuing municipal year. 230508 To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 14th March 2023 and the Annual Parish meeting on 27th April 2023. 230509 To approve the requests for Payments for April and May 2023. 230510 To note the current financial situation and the reconciliation of the bank balance. 230511 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023.	230503	•••
 230504 To adopt the following policies Standing Orders Code of Conduct Asset register Grievance Disciplinary Dignity at Work Complaints Policy Vexatious Complaints Policy Record Retention Schedule 230505 To receive and accept apologies for absence. 230506 To receive and note any declarations of pecuniary interest relevant to the agenda. 230507 To agree the dates of the meetings for the ensuing municipal year. 230508 To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 14th March 2023 and the Annual Parish meeting on 27th April 2023. 230509 To approve the requests for Payments for April and May 2023. 230510 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 		
 Standing Orders Code of Conduct Asset register Grievance Disciplinary Dignity at Work Complaints Policy Vexatious Complaints Policy Record Retention Schedule 230505 To receive and accept apologies for absence. 230506 To receive and note any declarations of pecuniary interest relevant to the agenda. 230507 To agree the dates of the meetings for the ensuing municipal year. 230508 To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 14th March 2023 and the Annual Parish meeting on 27th April 2023. 230509 To approve the requests for Payments for April and May 2023. 230510 To note the current financial situation and the reconciliation of the bank balance. 230511 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 		
 Code of Conduct Asset register Grievance Disciplinary Dignity at Work Complaints Policy Vexatious Complaints Policy Record Retention Schedule 230505 To receive and accept apologies for absence. 230506 To receive and note any declarations of pecuniary interest relevant to the agenda. 230507 To agree the dates of the meetings for the ensuing municipal year. 230508 To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 14th March 2023 and the Annual Parish meeting on 27th April 2023. 230509 To approve the requests for Payments for April and May 2023. 230510 To note the current financial situation and the reconciliation of the bank balance. 230511 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 	230504	
 Asset register Grievance Disciplinary Dignity at Work Complaints Policy Vexatious Complaints Policy Record Retention Schedule 230505 To receive and accept apologies for absence. 230506 To receive and note any declarations of pecuniary interest relevant to the agenda. 230507 To agree the dates of the meetings for the ensuing municipal year. 230508 To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 14th March 2023 and the Annual Parish meeting on 27th April 2023. 230509 To approve the requests for Payments for April and May 2023. 230510 To note the current financial situation and the reconciliation of the bank balance. 230511 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 		•
 Grievance Disciplinary Dignity at Work Complaints Policy Vexatious Complaints Policy Record Retention Schedule 230505 To receive and accept apologies for absence. 230506 To receive and note any declarations of pecuniary interest relevant to the agenda. 230507 To agree the dates of the meetings for the ensuing municipal year. 230508 To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 14th March 2023 and the Annual Parish meeting on 27th April 2023. 230509 To approve the requests for Payments for April and May 2023. 230510 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 		Code of Conduct
 Disciplinary Dignity at Work Complaints Policy Vexatious Complaints Policy Record Retention Schedule 230505 To receive and accept apologies for absence. 230506 To receive and note any declarations of pecuniary interest relevant to the agenda. 230507 To agree the dates of the meetings for the ensuing municipal year. 230508 To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 14th March 2023 and the Annual Parish meeting on 27th April 2023. 230509 To approve the requests for Payments for April and May 2023. 230510 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 		Asset register
 Dignity at Work Complaints Policy Vexatious Complaints Policy Record Retention Schedule 230505 To receive and accept apologies for absence. 230506 To receive and note any declarations of pecuniary interest relevant to the agenda. 230507 To agree the dates of the meetings for the ensuing municipal year. 230508 To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 14th March 2023 and the Annual Parish meeting on 27th April 2023. 230509 To approve the requests for Payments for April and May 2023. 230510 To note the current financial situation and the reconciliation of the bank balance. 230511 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 		Grievance
 Complaints Policy Vexatious Complaints Policy Record Retention Schedule 230505 To receive and accept apologies for absence. 230506 To receive and note any declarations of pecuniary interest relevant to the agenda. 230507 To agree the dates of the meetings for the ensuing municipal year. 230508 To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 14th March 2023 and the Annual Parish meeting on 27th April 2023. 230509 To approve the requests for Payments for April and May 2023. 230510 To note the current financial situation and the reconciliation of the bank balance. 230511 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 		Disciplinary
 Vexatious Complaints Policy Record Retention Schedule 230505 To receive and accept apologies for absence. 230506 To receive and note any declarations of pecuniary interest relevant to the agenda. 230507 To agree the dates of the meetings for the ensuing municipal year. 230508 To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 14th March 2023 and the Annual Parish meeting on 27th April 2023. 230509 To approve the requests for Payments for April and May 2023. 230510 To note the current financial situation and the reconciliation of the bank balance. 230511 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 		Dignity at Work
 Record Retention Schedule 230505 To receive and accept apologies for absence. 230506 To receive and note any declarations of pecuniary interest relevant to the agenda. 230507 To agree the dates of the meetings for the ensuing municipal year. 230508 To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 14th March 2023 and the Annual Parish meeting on 27th April 2023. 230509 To approve the requests for Payments for April and May 2023. 230510 To note the current financial situation and the reconciliation of the bank balance. 230511 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 		Complaints Policy
 230505 To receive and accept apologies for absence. 230506 To receive and note any declarations of pecuniary interest relevant to the agenda. 230507 To agree the dates of the meetings for the ensuing municipal year. 230508 To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 14th March 2023 and the Annual Parish meeting on 27th April 2023. 230509 To approve the requests for Payments for April and May 2023. 230510 To note the current financial situation and the reconciliation of the bank balance. 230511 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 		Vexatious Complaints Policy
 230506 To receive and note any declarations of pecuniary interest relevant to the agenda. 230507 To agree the dates of the meetings for the ensuing municipal year. 230508 To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 14th March 2023 and the Annual Parish meeting on 27th April 2023. 230509 To approve the requests for Payments for April and May 2023. 230510 To note the current financial situation and the reconciliation of the bank balance. 230511 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 		Record Retention Schedule
 to the agenda. 230507 To agree the dates of the meetings for the ensuing municipal year. 230508 To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 14th March 2023 and the Annual Parish meeting on 27th April 2023. 230509 To approve the requests for Payments for April and May 2023. 230510 To note the current financial situation and the reconciliation of the bank balance. 230511 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 	230505	To receive and accept apologies for absence.
 230507 To agree the dates of the meetings for the ensuing municipal year. 230508 To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 14th March 2023 and the Annual Parish meeting on 27th April 2023. 230509 To approve the requests for Payments for April and May 2023. 230510 To note the current financial situation and the reconciliation of the bank balance. 230511 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 	230506	To receive and note any declarations of pecuniary interest relevant
 230508 To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 14th March 2023 and the Annual Parish meeting on 27th April 2023. 230509 To approve the requests for Payments for April and May 2023. 230510 To note the current financial situation and the reconciliation of the bank balance. 230511 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 		to the agenda.
 meeting held on 14th March 2023 and the Annual Parish meeting on 27th April 2023. 230509 To approve the requests for Payments for April and May 2023. 230510 To note the current financial situation and the reconciliation of the bank balance. 230511 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 	230507	
 2023. 230509 To approve the requests for Payments for April and May 2023. 230510 To note the current financial situation and the reconciliation of the bank balance. 230511 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 	230508	
 230509 To approve the requests for Payments for April and May 2023. 230510 To note the current financial situation and the reconciliation of the bank balance. 230511 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 		
 230510 To note the current financial situation and the reconciliation of the bank balance. 230511 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 		
 balance. 230511 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023. 		
230511 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2022/2023.	230510	
2022/2023.		
	230511	
230512 In approve the Insurance policy for 2023-2024		
230513 To note there have been no additional findings from the play area inspection.		
230514 To agree the co-option of Parish Councillors to fill the vacancies.		
230515 I D agree the date of the next meeting as 19 th June 2023	230515	To agree the date of the next meeting as 19 th June 2023.