



WEXHAM COURT PARISH COUNCIL

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Wexham Court
Parish Hall
Norway Drive
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21st October 2024.

To: Councillors M. Ahmed (Chair), G. Jeynes (Vice-Chair), I. Ahmed, S. Akbar, H. Bajwa, M. Javed, K. Kaur, M. Satti, G. Singh and S. Yasmin.

Dear Councillors,

You are hereby summoned to attend an ordinary meeting of the Wexham Court Parish Council (WCPC) to be held at the above address, **on Friday 25th October 2024, commencing at 7.00pm precisely.**

A maximum of ten minutes will be allocated at the beginning of the meeting to enable members of the public to address the Council.

Members of the public and press are welcome to attend.

The below mentioned agenda items are to be considered and no further business shall be transacted at this meeting.

Yours Sincerely,

Adil Iftakhar

Adil IFTAKHAR
Clerk & RFO
Wexham Court Parish Council

AGENDA

1. **Welcome by the Chairman**
2. **Apologies for Absence**
To note apologies from those Councillors, absent from the meeting.
3. **Declaration of Interest**
Members are asked to declare any personal interest and the nature of that interest, which they may have in any of the items under consideration at this meeting.
4. **To consider and approve the minutes of the meeting held 10/09/2024 and 20/09/2024**
To approve and sign the minutes of the last meetings, as a true and accurate record
5. **Risk Management Policy and Document Control Procedures**
To approve and adopt the Risk Management Policy & Document Control Procedures 2024
6. **General Reserves Policy**
To approve and adopt the General Reserves Policy 2024
7. **Risk Assessment 2024-2025**
To approve the risk assessment 2024-2025
8. **Budget Discussions 2025-2026**
To discuss the planned expenditure, including projects for 2025-2026
9. **Clerk – Update**
The Clerk to provide a verbal update.
10. **To approve Payment List – October 2024**
Approval of outgoing expenses and cheques to be signed.

Councillors are asked to note that in the exercise of their functions, they must take note of the following: Equal Opportunities (race, gender, sexual orientation, marital status, and any disability); Crime & Disorder, Health & safety, and Human Rights.

Exclusion of the public from meetings for confidential items of business

To exclude the public (including the press) from a meeting of the Council, it is necessary for the following proposition to be moved and adopted “that, in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting for item number(s), which involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended) as indicated”

Notes on members’ interests

Disclosable Pecuniary Interests

(1) Members are required to declare any disclosable pecuniary interest and, unless the member has obtained a dispensation, he or she cannot discuss or vote on the matter at the meeting and must leave the room whilst the matter is being debated or voted on.

(2) A member has a disclosable pecuniary interest if it (a) relates to him or her, or (b) is an interest of - (i) the member’s spouse or civil partner; or (ii) a person with whom the member is living as husband and wife; or (iii) a person with whom the member is living as if civil partners and the member is aware that the other person has the interest.

(3) Disclosable pecuniary interests include - (a) any employment or profession carried out for profit or gain; (b) any financial benefit received by the member in respect of expenses incurred carrying out his or her duties as a member (except from the Council); (c) any current contracts with the Council; (d) any beneficial interest in land/property within the Council's area; (e) any license for a month or longer to occupy land in the Council's area; (f) any tenancy where the Council is landlord and the member (or person in (2)(b) above) has a beneficial interest; (g) a beneficial interest (above the specified level) in the shares of any body which has a place of business or land in the Council's area.

Other Interests

(4) If a member has a non-disclosable pecuniary interest or a non-pecuniary interest, he or she is required to declare that interest and is obliged to leave the meeting for consideration of the specific agenda item.

(5) A member has a non-disclosable pecuniary interest or a non-pecuniary interest where - (a) a decision in relation to the business being considered might reasonably be regarded as affecting the wellbeing or financial standing of the member or a member of his or her family or a person with whom the member has a close association to a greater extent than it would affect the majority of the council tax payers, rate payers or inhabitants of the ward or electoral area for which the member has been elected or otherwise of the authority's administrative area, or (b) it relates to or is likely to affect any of the descriptions referred to above but in respect of a member of the councillor’s family (other than specified in (2)(b) above) or a person with whom the member has a close association and that interest is not a disclosable pecuniary interest.