



Old Windsor Parish Council

John Lee – Clerk to the Council

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TO: ALL MEMBERS OF THE COUNCIL

Cllrs J. K. Dawson, M. V. Beer, M. P. Bennett, J. Bhabra, J. A. Blackmore, D. Boresjo, W. Chan, J. Grove,
P. D. Jacques, L. C. Jones, N. J. Knowles and J. Mynott

DATE: 1st May 2025

Dear Sir/Madam,

You are hereby summoned to attend the **ANNUAL STATUTORY MEETINGS** of **THE PARISH COUNCIL** to be held at **THE PARISH MEETING ROOM, CHURCH ROAD, OLD WINDSOR, WEDNESDAY 7th MAY 2025**, starting at **7.30.PM.** when it is proposed to transact the business specified in the following Agenda.

Yours faithfully,

**JOHN LEE,
CLERK TO THE COUNCIL**

ANNUAL PARISH MEETING

An opportunity for the residents to meet the council and discuss any issues they have.

Followed by

ANNUAL COUNCIL MEETING AGENDA

- 1. Apologies and Announcements.**
- 2. To elect a CHAIRMAN of the PARISH COUNCIL for the ensuing year**
- 3. To receive the CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE**
- 4. To elect a VICE CHAIRMAN of the PARISH COUNCIL for the ensuing year**
- 5. To consider the TERMS OF REFERENCE, FREQUENCIES and TIMES OF MEETINGS OF THE COUNCIL**
- 6. To appoint the LEAD MEMBER/DEPUTY LEAD MEMBER for POLICY AND FINANCE under the TERMS OF REFERENCE, FREQUENCIES and TIMES OF MEETINGS previously approved**
- 7. To review the role of and resolve action in respect of the appointment of the Councils Independent Internal Auditor**

8. To appoint representatives to other bodies, as required, at this time as set out below:-

MEMORIAL HALL MANAGEMENT COMMITTEE	5 Representatives
OLD WINDSOR UNITED CHARITIES	3 Representatives
WINDSOR & MAIDENHEAD DISTRICT ASSOCIATION	
OF LOCAL COUNCILS (DALC)	2 Representatives
BERKSHIRE ASSOCIATION OF LOCAL COUNCILS (BALC)	1 Representative

9. To appoint the signatories for the ensuing year

10. Public Question Time

11. Model Code of Conduct

To receive any Declarations of interest from members in relation to matters on this agenda

12. Minutes from the meeting held on Wednesday 9th April 2025

13. Matters arising from the above decisions

14. Policy & Finance

- Lead Councillor's Report
- Payments List
- Councillors Questions

15. Estates & Environment

- Councillors' Questions

16. Planning (To be taken earlier in the meeting if members of the public present wish to make representations)

- To consider those applications listed on the attached planning addendum
- Planning Decisions as listed on the attached planning addendum
- Councillors' Questions

17. Update on current business/Chairman's Report/Clerks Report

Chairman's Items, to discuss future Agenda items, General Information

a) Clerks Items, General Information

18. Borough Councillors' Reports and OWPC Representatives on Other Bodies

19. Councillors' Questions and Comments

**THE NEXT MEETING OF THE COUNCIL WILL BE HELD
ON WEDNESDAY 4th JUNE 2025 (subject to agreement)**