

AGENDA

HERSTMONCEUX PARISH COUNCIL
To all Members of Herstmonceux Parish Council you are hereby summoned to the
Annual Meeting of the Full Council
To be held on Monday 17th May 2021, 7.30 p.m.
Small Hall, Herstmonceux Village Hall

Meeting called by: **C J Harrison - Clerk to the Council**

Signed: **CJ Harrison**

Date: **11th May 2021**

Councillors: Jenny Alder; Jo Angear; Ketill Game; Emma Goodsell; Mick Goodsell; Heather Kenward; Graham Lee; Bryan Naish; Nick Porter; Ian Stewart;.

Agenda Items

1. **ELECTION OF CHAIRMAN, SIGNING OF ACCEPTANCE OF OFFICE**
2. **APOLOGIES FOR ABSENCE**
3. **DECLARATIONS OF MEMBERS' INTERESTS**
4. **DISPENSATIONS**
5. **ELECTION OF VICE CHAIRMAN, SIGNING OF ACCEPTANCE OF OFFICE**
6. **PUBLIC QUESTIONS OR COMMENTS RELATING TO ITEMS ON THIS AGENDA**
This item shall last not more than 15 minutes or at Chairman's discretion and no contribution shall last more than 3 minutes.
7. **COUNCIL DECLARATIONS, MEMBERSHIPS AND GRANTING OF DELEGATED AUTHORITY**
 - i Members **Agreement** of **ELIGIBILITY** of **General Powers of Competency**
 - ii Granting of any delegated authority
 - iii Members Allowances – Agree allowances in accordance with Wealden Parish Independent Remuneration Panel on Town and Parish Councillor Allowances for 2021/2022
8. **COUNCIL WORKING / STEERING GROUP MEMBERSHIPS**
 - i Amending, adding to, or **Approval** of Committee structure
 - ii Agreeing and **Approval** of Committee memberships
 - iii Amending, adding to, or **Approval** of proposed **Working Groups structure**
 - iv Agreeing and **Approval** of **Working Group memberships**
9. **COUNCIL AND COMMITTEE MEETINGS**
 - i **Approval** of proposed meeting dates June 2021 to May 2022
10. **APPOINTMENTS TO & CONFIRMATION OF COUNCILLOR REPRESENTATION ON OTHER BODIES**
 - i. Herstmonceux Village Hall
 - ii. Wealden District Association of Local Councils
 - iii. Village Information Centre
 - iv. CSAG - Sussex Police
 - v. Any other body requiring Parish Council representation

11. **DOCUMENTS FOR ADOPTION (OR REVIEW):**
Agree dates for Working Group review of the following:
 - i. Herstmonceux Parish Council Standing Orders
 - ii. Herstmonceux Parish Council Code of Conduct

12. **TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING**
 - i. Minutes for **Approval and Adoption**, meeting date 26th April 2021
 - ii. Any outstanding actions

13. **FINANCIAL OFFICERS REPORT AND PAYMENT OF ACCOUNTS**
 - i. Presentation of Payments and Receipts, May 2021, for **Approval and Ratification**

14. **FINANCE AND GENERAL PURPOSES COMMITTEE**
A resolution will be made to exclude press and members of the public in the event of making any staffing decisions being made in accordance with the Public Bodies (Admissions to Meetings) Act 1960
 - i. **Approve** any Personnel Sub-Committee Recommendations.
 - ii. Consider any quotations for work on behalf of Herstmonceux Parish Council:
Woodland View S106 Footpath Work
 - iii. **Approval of all Recommendations (please see minutes)** as per the Finance and General Purposes meeting minutes 6th May 2021, including:
 - Parish Council Insurance
 - Photocopier provision
 - iv. **Minutes for Approval and Adoption**, Finance and General Purposes meeting date 6th May 2021

For Review

 - i. **Approve** a list of payees and use of Direct Debits for due payments arising on a regular basis as a result of continuing contracts or employment
 - ii. **Approve** a list of payees and use of Standing Orders for due payments arising on a regular basis as a result of continuing contracts or employment
 - iii. **Approve** the use of BACS and CHAPS for payment of accounts

15. **PLANNING COMMITTEE MINUTES –**
 - i. Minutes for **Approval and Adoption** - Meeting date 4th May 2021
 - i. Any Recommendations for Full Council ratification

16. **TO ACCEPT REPORTS / MINUTES FROM THE FOLLOWING ORGANISATIONS**
 - i. Reports received after this Agenda has been published

17. **ACTION POINTS AND UPDATES**
 - i. Woodland View – any available updates
 - ii. Lime Cross S278 – any available updates
 - iii. Woolpack – any available updates
 - iv. Horseshoe – any available updates
 - v. North Lodge – any available updates
 - vi. Correspondence for noting or action and Urgent matters from the Chair
 - vii.

18. **COUNTY AND DISTRICT COUNCILLORS REPORTS**

19. **ITEMS FOR REFERRAL TO NEXT AGENDA OR APPROPRIATE COMMITTEE**
Date of Next Full Council Meeting: Monday 21st June 2021