

## 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 16th May 2022, 7.00 p.m.**  
**Herstmonceux Village Hall**

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**Meeting called by: Chair of the Parish Council**

**Signed: J Alder**

**Date: 12<sup>th</sup> May 2022**

Councillors: Jenny Alder; Jo Angear; Ketill Game; Emma Goodsell; Heather Kenward; Graham Lee; Bryan Naish; Nick Porter; Ian Stewart; David Harding and Peter Watson

### 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 2022/2023
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
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 21<sup>st</sup> April 2022
  - ii. Any outstanding actions
  
13. **FINANCIAL OFFICERS REPORT AND PAYMENT OF ACCOUNTS**
  - i Presentation of Payments and Receipts, May 2022, for **Approval and Ratification**
  - ii Any further financial items requiring approval.
  
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. **Minutes for Approval and Adoption**, Finance and General Purposes meeting date 10<sup>th</sup> May 2022

**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 10<sup>th</sup> May 2022
  - i. Any Recommendations for Full Council ratification
  
16. **COUNTY AND DISTRICT COUNCILLORS' REPORTS**
  
17. **ITEMS FOR REFERRAL TO NEXT AGENDA OR APPROPRIATE COMMITTEE**  
Date of Next Full Council Meeting: Monday 20th June 2022