



Nettlestone & Seaview Parish Council

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TO ALL MEMBERS OF NETTLESTONE AND SEAVIEW PARISH COUNCIL - you are hereby summoned to attend the Annual meeting of the Nettlestone & Seaview Parish Council to be held at St Peter's Church Hall, Seaview on Monday 15th May 2023 at 7.00pm to discuss the following matters set out in the agenda.

Brian Jennings, Parish Clerk

Dated: 9/5/23

7.00pm PUBLIC FORUM

Prior to this meeting there will be an opportunity for members of the Public to ask questions/make comments on matters of local concern.

AGENDA

1 23/62 ELECTION OF CHAIR

- 23/62/01 To receive nominations for office of Chair
- 23/62/02 To elect the Chair
- 23/62/03 To receive the Chair's Declaration of Acceptance of Office

2 23/63 ELECTION OF VICE CHAIR

- 23/63/01 To receive nominations for the office of Vice Chair
- 23/63/02 To elect a Vice Chair
- 23/63/02 To receive the Vice Chair's Declaration of Acceptance of Office

3. 23/64 APOLOGIES

To receive apologies for absence.

4 23/65 DECLARATIONS OF INTERESTS

Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when the item is reached. Unless dispensation has been granted, you may not participate in any discussion of or vote on any matter in which you have a pecuniary interest. You must withdraw from the room when the meeting discusses and votes on the matter.

5. 23/66 MINUTES OF THE PREVIOUS MEETINGS

To approve and sign the minutes of the meeting held on 24th April 2023

6. 23/67 TO APPOINT MEMBERS TO COMMITTEES & OUTSIDE BODIES

- 23/67/01 To elect members and a Chair of the Planning Committee (8 members)
- 23/67/02 Allotment Committee (2 members)
- 23/67/03 Staffing Committee (3 members)
- 23/67/04 GDPR Committee (3 members)
- 23/67/05 Finance Working Group (4 members)
- 23/67/06 IWALC (2 members)
- 23/67/07 N&S CP (1 member)
- 23/67/08 SPT (1 member)
- 23/67/09 Nettlestone Residents Association (1 member)

7. 23/68 INSURANCE
To receive confirmation of suitable arrangements for insurance cover in respect of all insurable risks
8. 23/69 POLICIES AND PROCEDURES REVIEW
To review and adopt Council Policies and Procedures:
 - 23/69/01 Standing Orders
 - 23/69/02 Financial Regulations
 - 23/69/03 Code of Conduct
 - 23/69/04 Risk Assessment
 - 23/69/05 Asset Register
 - 23/69/06 Training and Development Policy
 - 23/69/07 Publication Scheme
 - 23/69/08 Recording of Meetings
 - 23/69/09 Complaints Procedure
 - 23/69/10 GDPR Policy
 - 23/69/11 Equality and Diversity Policy
 - 23/69/12 Data Retention Policy
 - 23/69/13 To review and Update the Grant Awarding Policy
9. 23/70 ANNUAL CALENDAR OF MEETINGS
To approve the Council's annual calendar of meetings
10. 23/71 CLERK'S REPORT
11. 23/72 PLANNING
 - 23/72/01 To note delegated decisions as per list circulated.
 - 23/72/02 To consider applications as received (full details on Parish website)
(www.nettlestoneandseaview-pc.gov.uk)
 - 23/72/03 To note any appeals.
12. 23/73 REPORTS
 - 23/73/01: Ward Councillor
 - 23/73/02: N&SCP
 - 23/73/03: Seagrove Pavilion Trust
 - 23/73/04: Nettlestone Residents Association
 - 23/73/05: IWALC
 - 23/73/06: Other
13. 23/74 INTERNAL AUDITOR
To confirm and approve the Internal Auditor for 2023/24
14. 23/75 FINANCES
 - 23/75/01 To note receipts, monthly summary (30.04.23) and signing of Bank Reconciliation.
 - 23/75/02 To approve payments.
 - 23/75/03 To consider any Grant Applications.
 - 23/75/04 To receive and note the Internal Auditors Report for 2022/23
 - 22/75/05 To approve Section 1 (Annual Governance Statement) of the Annual Return for year ended 31.03.2023 (Enc)
 - 22/75/06 To approve Section 2 (Accounting Statements) of the Annual Return for year ended 31.03.2023 (Enc)
15. 23/76 COUNCILLOR REPORTS
An opportunity for members to share any updates they may have – no resolutions are possible under this item.