



## 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 Seagrove Pavilion, Seaview on Tuesday 21st May 2024 at 7.00pm to discuss the following matters set out in the agenda.

**Brian Jennings, Parish Clerk**

**Dated:** 15/5/24

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 24/65 ELECTION OF CHAIR

24/65/01 To receive nominations for office of Chair

24/65/02 To elect the Chair

24/65/03 To receive the Chair's Declaration of Acceptance of Office

2 24/66 ELECTION OF VICE CHAIR

24/66/01 To receive nominations for the office of Vice Chair

24/66/02 To elect a Vice Chair

24/66/02 To receive the Vice Chair's Declaration of Acceptance of Office

3. 24/67 APOLOGIES

To receive apologies for absence.

4 24/68 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. 24/69 MINUTES OF THE PREVIOUS MEETINGS

To approve and sign the minutes of the meeting held on 15<sup>th</sup> April 2024

6. 24/70 TO APPOINT MEMBERS TO COMMITTEES & OUTSIDE BODIES

24/70/01 To elect members and a Chair of the Planning Committee (8 members)

24/70/02 Allotment Committee (2 members)

24/70/03 Staffing Committee (3 members)

24/70/04 GDPR Committee (3 members)

24/70/05 Finance Working Group (4 members)

24/70/06 IWALC (2 members)

24/70/07 N&S CP (1 member)

24/70/08 SPT (1 member)

24/70/09 Nettlestone Residents Association (1 member)

7. 24/71 INSURANCE

To receive confirmation of suitable arrangements for insurance cover in respect of all insurable risks

8. 24/72 POLICIES AND PROCEDURES REVIEW  
To review and adopt Council Policies and Procedures:  
24/72/01 Standing Orders  
24/72/02 Financial Regulations  
24/72/03 Code of Conduct  
24/72/04 Risk Assessment  
24/72/05 Asset Register  
24/72/06 Training and Development Policy  
24/72/07 Publication Scheme  
24/72/08 Recording of Meetings  
24/72/09 Complaints Procedure  
24/72/10 GDPR Policy  
24/72/11 Equality and Diversity Policy  
24/72/12 Data Retention Policy  
24/72/13 Grant Awarding Policy  
24/72/14 Freedom of the Parish Policy
9. 24/73 ANNUAL CALENDAR OF MEETINGS  
To approve the Council's annual calendar of meetings
10. 24/74 CLERK'S REPORT
11. 24/75 PLANNING  
24/75/01 To note delegated decisions as per list circulated.  
24/75/02 To consider applications as received (full details on Parish website)  
([www.nettlestoneandseaview-pc.gov.uk](http://www.nettlestoneandseaview-pc.gov.uk))  
24/75/03 To note any appeals.
12. 24/76 REPORTS  
24/76/01: Ward Councillor  
24/76/02: N&SCP  
24/76/03: Seagrove Pavilion Trust  
24/76/04: Nettlestone Residents Association  
24/76/05: IWALC  
24/76/06: Friends Of Nettlestone School  
24/76/07: Other
13. 24/77 INTERNAL AUDITOR  
To confirm and approve the Internal Auditor for 2024/25
14. 24/78 PLANNING APPLICATION 24/00510/FUL  
To discuss and agree engaging professional consultants to assist with responding to this application on the Donkey Field.
15. 24/79 NEIGHBOURHOOD PLAN  
To receive an update on the Neighbourhood Plan.
16. 24/80 DRAFT ISLAND PLANNING STRATEGY (DIPS)  
To discuss and agree engaging TROY P+D to work on the Council's response to the DIPS in June & July (Cllr Redpath)
17. 24/81 COMMUNITY POLICING WORKING GROUP  
To consider forming a Working Group to work with the local PCSO on 3 Community policing objectives (APM)
18. 24/82 FINANCES  
24/82/01 To note receipts, monthly summary (30.04.24) and signing of Bank Reconciliation.  
24/82/02 To approve payments.  
24/82/03 To consider any Grant Applications.  
24/82/04 To receive and note the Internal Auditors Report for 2023/24  
24/82/05 To approve Section 1 (Annual Governance Statement) of the Annual Return for year ended 31.03.2024 (Enc)  
24/82/06 To approve Section 2 (Accounting Statements) of the Annual Return for year ended 31.03.2024 (Enc)
19. 24/83 COUNCILLOR REPORTS  
An opportunity for members to share any updates they may have – no resolutions are possible under this item.