



# Agenda

STURRY PARISH COUNCIL

Clerk to the Council  
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**To: the members of Sturry Parish Council**

I hereby summon you to attend the Annual Meeting of Sturry Parish Council to be held Monday 27<sup>th</sup> June 2022 at **7.00pm at Sturry Social Centre** for the transaction of the business described in the following agenda.



## AGENDA

- 7383. Appointment of a minute taker for the meeting**
  - 7384. Welcome to Dawn Hyams as our new Parish Clerk**
  - 7385. Apologies for absence**
  - 7386. Election of Chairman of the Parish Council for the year**
  - 7387. Election of Vice Chairman of the Parish Council for the year**
  - 7388. Appointment of members to existing committees including appointment of the Chairman of each committee. Members of the Planning Committee**
    - a) Reserve member of the Planning Committee (optional)**
    - b) Chairman of the Planning Committee**
    - c) Members of the Staffing Committee**
    - d) Reserve member of the Staffing Committee (optional)**
    - e) Chairman of the Staffing Committee**
  - 7389. Appointment new Finance Committee in accordance with standing order**
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- a) Members of the Finance Committee.**
  - b) Reserve member of the Finance committee (optional)**

**c) Charman of the Finance Committee**

**Public questions.**

Before the remainder of the meeting we will receive questions and statements from members of the public regarding items on the agenda. Any member of the public present at the meeting is entitled to speak for up to three minutes at this point.

**7390. To receive Declarations of Disclosable Pecuniary Interests and Other Significant Interests and Voluntary Announcements of Other Interests on any agenda items and a reminder to think of any changes to the DPI register held at CCC, such as change of job or home.**

**7391. To approve the minutes of the Parish Council Meetings held on Wednesday 13<sup>th</sup> April**

**7392. Matters arising from minutes of 13<sup>th</sup> April**

**7393 Approval of minutes of meeting held on Wednesday 4<sup>th</sup> May**

**7394. Matter arising from minutes of meeting held on Wednesday 4<sup>th</sup> May. Not agenda items**

**7395. Chairman and Councillors' reports.**

**7396. County and District Councillors' reports.**

**7397. Community Warden and Police Officers' reports.**

**7398. Village Caretaker's report.**

**7399. Cemetery Report**

**7400. Review of delegation arrangements to committees, sub-committees, staff and other local authorities**

**7401. Review of the terms of reference for committees**

**(to be added to all terms of reference if not already there:**

- a) the quorum**
- b) authority to co-opt temporary or permanent members and**
- c) minimum no of meetings and the dates of these meetings**
- d) whether the public may participate at a meeting of a committee)**

**7402. Review and adoption of appropriate standing orders and financial regulations.**

**7403. Review of arrangements (including legal agreements) with other local authorities, not for profit bodies and businesses.**

**7404. Review of representation on or work with external bodies and arrangements for reporting back.**

**7405. Review of inventory of land and assets including buildings and office equipment.**

**7406. Confirmation of arrangements for insurance cover in respect of all insurable risks.**

**7407. Review of the council's and/or staff subscriptions to other bodies.**

- a) Membership of Society of Local Council Clerks for new clerk cost per annual £230.00**
- b) CPRE**
- c) ICCM**
- d) KALC**
- e) Publication Clerks and Councils Direct**

**7408. Review of the council's complaints procedure.**

**7409. Review of the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998.**

**7410. Review of the council's policies, procedures and practices in respect of its obligations under the freedom of information and data protection legislation (see standing orders 6.1, 6.2.1, and 6.3)**

**7411. Review of the council's policies for dealing with the press/media.**

**7412. Review of the council's employment policies and procedures**

**7413. Parish Council Safeguarding Policy**

**7414. Review of the council's expenditure incurred under Section 137 of the Local Government Act or the General Power of Competence.**

**7415. Determining the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council.**

**7416. Approval of appointment of Lionel Robbins as External Auditor for year**

**ending 31<sup>st</sup> March 2022**

**7417. Finance**

- a) Presentation for approval end of year accounts 1<sup>st</sup>. April 2021 to March 31<sup>st</sup> 2022**
  - I. Balance sheet as at 31<sup>st</sup> March 2022**
  - II. Income and expenditure sheet as at 31<sup>st</sup> March 2022**
  - III. Annual General Accountability Return.**
  
- b) Presentation for approval, the parish council budget for 2022/23**
  
- c) Update on V.A.T.**

Exclusion of the press and public pursuant of section 1 of the Public Bodies (Admission to Meetings) Act 1960

**7418 To approve the minutes of the Extraordinary Parish Council Meeting held on Monday 30<sup>th</sup> May.**

**7419 Matters arising from the extraordinary meeting of 30<sup>th</sup> May.**

**7420 To approve minutes of the extraordinary meeting held on 13<sup>th</sup> June 2022**

**7421 Matters arising from the minutes of the meeting of 13<sup>th</sup> June 2022**

**7422. Receipt of the minutes of the last meeting of the last Staffing Committee meeting.**

**7423 Recommendations of the last Staffing Committee meeting**

**7424. For consideration and decision. The employment of a HR company to assist in managing the recommendations of the Staffing Committee.**