



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 on Wednesday 17th 2023 at **7.00pm at Broad oak Village Hall** for the transaction of the business described in the following agenda.



AGENDA

Welcome to returning and new councillors

7655 Apologies for absence

7656. Election of Chairman of the Parish Council for the year

7657. Election of Vice Chairman of the Parish Council for the year

7658. Appointment of members to committees including appointment of the Chairman of each committee.

- a) Members of the Planning Committee**
- b) Reserve member of the Planning Committee (optional)**
- c) Chairman of the Planning Committee**

- d) Members of the Staffing Committee**
- e) Reserve member of the Staffing Committee (optional)**
- f) Chairman of the Staffing Committee**

- g) Members of the Finance Committee**
- h) Reserve member of the Finance Committee**

i) Chairman 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.

7659 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.

7660. To approve the minutes of the Parish Council Meeting held on Wednesday 5th April

7661. Matters arising from minutes of 5th April

7662. Chairman and Councillors' reports.

7663. County and District Councillors' reports.

7664. Community Warden's report.

7665. Village Caretaker's report.

7666. Cemetery Superintendent's Report

7667. Review of delegation arrangements to committees, sub-committees, staff and other local authorities

**7668. Review of the terms of reference for committees
(to be added to all terms of reference if not already there:**

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

7669. Review and adoption of appropriate standing orders and financial regulations.

7670 Review of arrangements (including legal agreements) with other local authorities, not for profit bodies and businesses.

7671. Review of representation on or work with external bodies and arrangements for reporting back. Including the following and any other external bodies approved at this meeting:

- a. Ayre sur la Lys Twinning Association**
- b. Sturry Social Centre**
- c. Broad Oak Village Hall**
- d. Kent Association of Local Councils**

7672. Review of inventory of land and assets including buildings and office equipment.

7673. Confirmation of arrangements for insurance cover in respect of all insurable risks.

7674. 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 £1687.48**
- e) Publication Clerks and Councils Direct**

7675. Review of the council's complaints procedure.

7676. Review of the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998.

7677. 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)

7678. Review of the council's policies for dealing with the press/media.

7679. Review of the council's employment policies and procedures

7680. Parish Council Safeguarding Policy

7681. Review of the council's expenditure incurred under Section 137 of the Local Government Act or the General Power of Competence.

7682. Determining the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council.

7683 Approval of appointment of Lionel Robbins as External Auditor for year ending 31st March 2023

7684. Centenary Woodland

- a) Consideration of quotations for the appointment of a Principal Designer for the construction work I the Centenary Woodland and approval of the preferred quotation. . This is a statutory appointment necessary in order to comply with the Construction and Design Management (CDM) Regulations.
- b) Consideration of and resolution on the best way forward in response to Natural England's options for our application to carry out work I the woodland.

7685. Decision on quotation for repair to playground equipment

7686. Consideration and approval of a request for funding to run a children's activity in St. Nicholas Church

7687. Path through dog walking area. Approval of a change to the specification to reduce the length of guarantee on the timber edging. This is requested because none of the contractors approached are able to meet the existing requirement for a 25-year guarantee.

7688. Consideration of quotations for clearance of the fence line adjacent to the turning circle in Sturry Cemetery, to enable repairs to the fence to be carried out. Approval of the preferred quotation.

7689. Sturry Social Centre tenure.

a. Approval of a statement confirming the right of Social Centre Committee to occupy and manage the centre in perpetuity. One potential source of funding is asking for lease arrangements as the Social Centre committee doesn't own the building.

b. Update on Progress.

c. For consideration and resolution whether the parish council is willing to preclude the modernisation work needed at the social centre as the council can reclaim the V.A.T. – a saving of about £9,000.

7690. Consideration and approval of a request for funding to run a children's activity in St. Nicholas Church

7691. Cover for opening, closing, and cleaning the Toilets whilst the Parish council's cleaner is on leave. Consideration of quotation received.

7691. Finance

- a) Presentation for approval end of year accounts 1st. April 2022 to March 31st 2023**

 - I. Balance sheet as at 31st March 2022**
 - II. Income and expenditure sheet as at 31st March 2022**
 - III. Annual General Accountability Return.**

- b) Update on V.A.T.**

7692. Date of next meeting

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

7693. Consideration and, if possible, approval of a request for co-option on to the parish council.

7694. Consideration and approval of a request for appointment as trustee for the Stephen Biggs Charity.