

HURST GREEN PARISH COUNCIL

Chairman- Graham Browne

Clerk- Janet Ellis

THE ANNUAL GENERAL MEETING

You are summoned to the Annual General meeting of HURST GREEN PARISH COUNCIL on Thursday 23rd May 2024 at 7.45pm in the Village Hall

This meeting is open to the public with public consultation from 7.30pm to 7.45pm.

AGENDA

- 1.0 APOLOGIES
- 2.0 ELECTION OF OFFICERS
 - 2.1 Election of Chairperson and signing of Declaration of Acceptance of Office
 - 2.2 Election of Vice Chairperson and signing of Declaration of Acceptance of Office
- 3.0 Election of Committees and Representatives
 - a) Playing Fields, i) *Stage Field*, ii) *Lodge Field*, ii) *Drewetts Field*
 - b) Footpaths & Roads
 - c) Community Representatives
 - d) Representative to Rother Association of Local Councils
 - e) Representatives to East Sussex ALC (2)
 - f) Tree and Environmental Warden
 - g) Neighbourhood Plan representative
 - h) Finance Committee, *election of members and Chair*
 - i) Staffing Sub-committee, *election of members and Chair*
 - j) Planning Committee, *election of members and Chair*
- 4.0 MINUTES OF THE LAST MEETING
To sign as a correct record the minutes of the meeting held on the 25/04/24
- 5.0 DECLARATION OF INTERESTS, *in accordance with the Members' Code of Conduct: to receive any disclosure by Members of personal interests in matters on the agenda, the nature of any interest and whether the member regards the interest as prejudicial under the terms of the Code of Conduct*
- 5.1 APPLICATIONS FOR DISPENSATION – *to consider written requests from Members for dispensation and to consider the length of time the dispensation should be granted for i.e. as a one-off relating to a matter on this agenda, or ongoing for a set period and relating to any agenda within that period.*
- 6.0 FINANCE/RFO Report
 - 6.1 To approve the Annual Governance Statement for 2023-2024
 - 6.2 To approve the Annual Accounting Statement for 2023-2024
 - 6.3 To note the internal audit report and note any actions
 - 6.4 To approve the annual insurance for the year 2024-2025
 - 6.5 To approve bank reconciliation and corresponding bank statements

- 6.6 To approve expenses and payments as itemised on the schedule
- 6.7 To note year to date accounts
- 6.8 To approve the fixed asset register
- 7.0 COMMUNITY Activities and reports
- 7.1 Neighbourhood Plan, progress report
- 7.2 Parish Correspondence and local resident issues
- 7.3 Urgent issues requiring attention
- 8.0 PARISH COUNCIL ISSUES
- 8.1 Motion, *'to re-adopt Standing Orders*
- 8.2 Motion, *'to adopt new NALC Model Financial regulations 2024*
- 8.3 Motion, *'to re-adopt parish policies and procedures'*
- 8.4 Parish Streetlights update and resolution to progress replacement of lights currently out.
- 8.5 Resolution, *'That this Council should approach Rother District Council again with a view to taking over the control and running of the car park'*. (Cllr. French)
- 8.6 Resolution to look into repairs needed to the Lych Gate War Memorial and investigate avenues of funding for restoration works
- 8.7 Motion, *' That this Council, as Trustees, supports the use of Drewetts Field for the annual village fete subject to a satisfactory method statement and risk assessment and will look into the provision of insurance cover via parish insurers'*. (Cllr. Johnson-Cloves)
- 8.8 Motion, *' That this Council supports the use of Stage Field for the D-Day celebrations subject to a satisfactory method statement and risk assessment and will look into the provision of insurance cover via parish insurers'* (Cllr. Browne)
- 8.9 Motion, *"Councillors are asked to approve the decoration of the village for D-Day celebrations and the village fete by hanging of flags from Parish Council owned lamp posts, bunting on parish council owned land, without obstructing public highways or footpaths"* (Cllr. Johnson-Cloves)
- 9.0 TRANSPORT, ROADS & FOOTPATHS
- 10.0 PLAYING & STAGE FIELDS
- 10.1 Lodge Field, update,
- 11.0 CLOSED SESSION, *Press and public excluded due to confidentiality*
Update re RFO vacancy and co-option of councillors to fill the Council vacancy
- 12.0 DATE AND TIME OF NEXT MEETING