



**Minutes of the Council AGM held Wednesday 7th May 2025 at 7.00pm at Peasmarsh Memorial Hall.**

**Present:** Councillors: Ray Hollman (RH), Ben Randall (BR), Robert Barham (RB), Gina Sanderson (GS), Mick Coleman (MC), Hilary Pankhurst (HP), Georgina Dunham (GD) and Peter Lamont (PL)

**Also present:** Clerk Amy Head (AH), County Cllr Paul Redstone (PR) and District Cllr Paul Osborne (PR) One member of the public was also in attendance.

1. **Appointment of Chairman** – RH took the Chair and welcomed everyone to the AGM. MC proposed and RB seconded BR as Chairman. BR accepted the position.
2. **Appointment of Vice Chairman** – BR took the Chair and MC nominated PL as Vice Chairman and everyone agreed. PL accepted the position.
3. **Resignations** – RH and HP both resigned their positions as parish councillors. Thanks were given to both Councillors for all their hard work and commitment to the village over the years. HP for her work on the Parish Council since 2011 and continued work on the Memorial Hall Committee. Whilst RH had served on the Parish Council for over 40 years, taking on various roles over the years and in particular working on the Recreation Ground Committee and helping to create the new play space.
4. **Disclosure of interests under the Council's Code of Conduct** – None.
5. **Apologies for absence** – Cllr Suzy Mills (SM).
6. **Minutes of the last AGM** – The draft AGM minutes for 2024 were unanimously agreed at last year's June monthly meeting but were formally agreed at this meeting.

**7. Appointments to committees or other bodies**

7.1 Member(s) with responsibility for police liaison - **PL**

7.2 Member(s) with responsibility for allotments – **MC**

7.3 Member(s) with responsibility for monthly checks of bank account – **PL**

7.4 Member(s) with responsibility for being on the bank mandate signatories list – **MC, RB. SM and GD to be added and HP and RH removed.**

7.3 Member(s) with responsibility for the Recreation Ground - **GD**

7.4 Member(s) with responsibility for the Coronation Garden - **GD**

7.5 Member(s) appointed to the Memorial Hall management committee –**MC**

7.6 Member(s) with responsibility for Neighbourhood Planning - **GS**

7.7 Member representative(s) for East Sussex Association of Local Councils – AGM - **PL**

Signed:

date:

**8. Appointment of internal auditor** - Mulberry & Co were agreed at last year's AGM and an interim audit took place in person in December 2024 and the end of year audit is due to take place online on 15/05/25.

**9. Review of Standing Orders, Risk Register and Financial Regulations** – Standing Orders approved. Risk Register approved once the two fingerposts (Dew Lane/Kitchenour Lane) are added. Risk Assessment approved once the business debit card is added. Financial Regulations approved once a section that matches cheque payments not being approved by those with any pecuniary interest being added to the electronic payments section. **RESOLVED:** Clerk to upload reviewed versions of the policies to the PC's website.

**10. Review of Assets Register** – The PC reviewed the asset register and agreed to add the missing finger post at Kitchenour Lane. The Clerk raised the fact that the Pavilion is insured but missing from the asset register. **RESOLVED:** Clerk to add the finger post and Pavilion to the asset register.

**11. Review of insurance arrangements** – The Clerk said that the current PC insurer, Zurich had not sent the renewal policies yet and she has chased them. The Clerk has also requested a second quote from Clear Councils, but has yet to receive a quote. The insurance renews on 1<sup>st</sup> June and the Clerk will update the PC once the renewal documents are received and make a decision via email.

**12. Confirm schedule of council meetings for the year June 2025 - May 2026 to be held on the first Wednesday of the month at 7.30pm in Peasmarsh Memorial Hall. The following dates were agreed.**

2025 – 4th June, 2nd July, no August meeting, 3rd September, 1st October, 5th November, 3rd December.

2026 – 7<sup>th</sup> January, 4th February, 4th March, 1st April, 6th May.

The meeting finished at 7.25pm.

Signed:

date: