



Chailey Parish Council
www.chailey.org

To All Councillors

The Annual Meeting of Chailey Parish Council, which you are summoned to attend, will be held on Tuesday 21st May 2024 at 7.30pm in the Reading Room, Chailey Green.

Members of the public have a right to and are welcome to attend, and an opportunity will be made available to them to speak at the meeting, after which they may remain but must not speak unless invited to do so.

Signed: *Bettina Newell* Clerk

Date: 15th May 2024

AGENDA

- 1. To elect a Chair and to receive the Chair's declaration of acceptance of that office.**
- 2. To elect a Vice-Chair and to receive the Vice-Chair's declaration of acceptance of that office.**
- 3. Apologies for absence.**
- 4. Declarations of Interest: in accordance with section 31 of the Localism Act 2011 members are to declare any Disclosable Pecuniary Interests in items on this agenda and the Clerk must report any written requests for dispensation in respect of items on this Agenda. Members of the Council are reminded to review their Register of Members Interests and to update the Clerk accordingly.**
- 5. Questions/comments from members of the public. Under the Council's Standing Orders this agenda item will be limited to 15 minutes and no member of the public may speak for more than 5 minutes.**
- 6. To consider items not on the agenda which the Chair is of the opinion should be considered as a matter of urgency.**
- 7. To agree the Minutes of the Full Council meeting held on 16th April 2024.**
- 8. Matters Arising from April Full Council Meeting:**
 - i) Councillor Millam to report back on bunds and potholes at the Sports Ground Car Park**
 - ii) Cllrs Berry, Avery and Olbrich to report back on the Village Hall.**
- 9. To consider appointments to Council Committees (Planning & Environs and Personnel Advisory Committee). Representatives to external organisations.**
- 10. To agree the dates of Full Council and Planning & Environs Committee meetings in 2025.**
- 11. To review and if thought appropriate amend/approve/adopt the Council's Standing Orders, Financial Regulations, Equality & Diversity Procedure, Complaints Procedure, Data Protection.**
- 12. To review and if thought appropriate amend/approve the terms of reference for the Personnel Advisory Committee.**
- 13. To consider and approve the Council's Risk Management and Asset schedule.**
- 14. To receive and if thought fit approve financial reports.**

Please turn over....

15. Council to receive and if thought fit approve the Council's Insurance arrangements for 2024/25.
16. Council to consider offer of new play equipment being offered by Newhaven Playfort.
17. Council to consider request received from the owners of Flint cottage, to renew/repair damaged surface of the entry road, off Beggars Wood Road, owned by the Council.
18. Chailey to consider request received from Chailey Bonfire Society to help with the purchase of a beacon for the D Day commemorations.
19. Council to note report received (electronically) from MP Maria Caulfield.
20. Council to note report received (electronically) from ESCC Cllr Matthew Milligan.
21. To receive verbal reports from Councillors on their area(s) of responsibility and/or on their involvement with village organisations.
22. Risk Implications: to note and consider any implications arising from the Council's duty under section 17(1) of the Crime and Disorder Act 1998.
23. Confidential matters: to consider a resolution to exclude the press and public from the meeting in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 in order to discuss items of a confidential or commercially sensitive nature.
24. To note the date of the next meeting: Tuesday 18th June 2024 at 7.30pm in the Reading Room, Chailey Green.