

**ETCHINGHAM PARISH COUNCIL**

*I hereby give notice that the Annual General (Statutory) Meeting of Etchingham Parish Council  
will take place on  
Thursday 16<sup>th</sup> May, 2019 at 6.30pm at The Parker Hall, Parsonage Croft, Etchingham and you are hereby summoned to attend.*

*Paulette Barton (Clerk to Etchingham Parish Council)*

*(Members are reminded to make any declarations of interests prior to the appropriate agenda item)*

**AGENDA:**

1. *Election of Chairman*
2. *Declaration of Acceptance of Office in respect of the Chairman*
3. *Apologies for absence*
4. *Election of Vice- Chairman*
5. *Declaration of Acceptance of Office in respect of the Vice-Chairman*
6. *Declarations of Interest - To receive any disclosure by Members of any interests in matters on the agenda in accordance with Paragraph 3u of the Etchingham Parish Council Standing Orders. Members are reminded of the need to repeat their declaration immediately prior to commencement of the item in question. (Please refer to NALC LTN 80, March 2017 'Members' Conduct and the registration of disclosure of their interests (England)' and Guide for Councillors – March 2017- Dept. for Communities & Local Government).*
7. *Etchingham Parish Council – Dispensations - to consider any requests for Dispensations in respect of any agenda item in accordance with the Policy adopted by Council at the meeting held on 17<sup>th</sup> May 2018 (Minute 1759 a – page 323) as provided for by Paragraph 13 of the Etchingham Parish Council Code of Conduct, adopted May 2018.*
8. *Appointment of Co-Opted Members –  
To consider the arrangements for the selection and appointment of three Co-Opted Members of Etchingham Parish Council*
9. *Review of Portfolios and appointment of Portfolio Holders. Current list previously circulated.*
10. *Election of Representatives to Outside Bodies.*
  - a) *Rother Association of Local Councils –*
  - b) *Etchingham Primary School -*
  - c) *Etchingham Trust for Sport and Recreation –*
11. *Schedule of Meeting dates for 2019/2020 – (circulated).*
12. *To approve as a correct record and to authorise the Chairman presiding to sign the Minutes of the meeting held on 18<sup>th</sup> April 2019.*
13. *Chairman's Announcements – to receive any announcements or information from the Chairman presiding.*
14. *Public Time – to receive Reports and comments from Elected Representatives and comments and questions from Members of the public in respect of any item included on this agenda*
  - a) *East Sussex County Councillor*
  - b) *Rother District Councillors*
  - c) *ETSR– Mr. P Stott*
  - d) *Members of the general public*
  - e) *Members of the Council (if to be excluded from the meeting)*
15. *Finance*
  - a) *To give consideration to the Accounts for 2018/2019 and if approved authorise the Chairman presiding and RFO to sign the Accounts (previously circulated)*
  - b) *Authorisation of acceptance of renewal of Insurance Policy – documents circulated*
  - c) *Authorisation of payment of Accounts – a Schedule of Receipts & Payments will be presented at meeting*

16. **Parish Matters – to receive Reports and comments with regard to local parish matters including any matters raised by members of the public under agenda item 14 and make such resolutions as might be necessary.**
- a) Village Amenities**
- i) To consider any update on the village shop.
  - ii) To consider any update on ERGT fundraising – Cllr Boylett
  - iii) To consider any update on Queen’s Garden and Viper – Clerk - drug related debris in Viper in the shelter
  - iv) To consider any other matters.
- b) Highways, Footpaths & Community Safety**
- i) To receive any update or report on road safety matters
    - a) raised with ESCC Highway both within and without the SLR meetings
    - b) to consider any update on the Engineering Survey
  - ii) To receive an update from Cllr. Boylett on the Speedwatch Scheme.
  - iii) To consider any other matters.
- c) Environmental issues**
17. **Planning –**
- a) There are no planning applications to consider this month
  - b) to consider any other planning and/or associated matters not including Neighbourhood Plan.
18. **Neighbourhood Plan –**  
to approve the Plan to go to Regulation 14 consultation – if available this will be circulated prior to the meeting or deferred if not.
19. **Review of Etchingam Parish Council Policies, Procedures and Protocols – if you require any of the documents they are available on the website or I will e-mail if needed.**
- a) Etchingam Parish Council Standing Orders
  - b) Etchingam Parish Council Code of Conduct
  - c) Etchingam Parish Council Financial Regulations
  - d) Privacy Statement
  - e) Freedom of Information Publication Scheme
  - f) Dispensation Protocol
  - g) Safeguarding Children & Vulnerable Adults Policy
  - h) Media and Communication
  - i) Grants to Village Organisations Protocol
  - j) Risk Assessment Schedules
  - k) Health & Safety Policy Statement
  - l) Insurance Schedule
  - m) Fixed Assets Register
18. **Correspondence -**  
Correspondence is mostly distributed by e-mail, in particular information received from Rother District Council and ESCC; other correspondence requiring attention will be specified on the agenda as appropriate or, if for information, will be made known and available at the meeting, including to members of the public at the discretion of the Council
20. **Etchingam Parish Council – Notification to Members of Council decisions**  
To inform any Members who were excluded from the meeting of the decisions agreed by Council in respect of the relevant agenda item.



**Paulette Barton – Clerk to Etchingam Parish Council**