



SANDGATE PARISH COUNCIL

Minutes of the Annual Parish Council Meeting

Held on Monday 15th May 2023

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|-----------------|--------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <b>Present:</b> | <b>Chairman</b>    | <b>Councillor Tim Prater</b>                                                                                                      |
|                 | <b>Councillors</b> | <b>Hazel Barrett, Susan Claris, Michael Fitch, Gary Fuller, Peter Hickman, Simon Horton, Rosa Morris and Guy Valentine-Neale,</b> |
|                 | <b>Clerk</b>       | <b>G Thomas</b>                                                                                                                   |

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These Minutes will only be deemed to be a correct record of the meeting when approved and signed at the next meeting

The meeting commenced at 7.04 pm

1. Election of Chairman and Vice-Chairman

1.1 Proposed that Cllr Tim Prater be elected Chairman of Sandgate Parish Council.

Proposed by: Councillor Gary Fuller

Seconded by: Councillor Michael Fitch

Agreed by all

Resolved that Councillor Tim Prater be elected Chairman of Sandgate Parish Council.

1.2 Proposed that Cllr Guy Valentine-Neale be elected Vice Chairman of Sandgate Parish Council.

Proposed by: Councillor Tim Prater

Seconded by: Councillor Gary Fuller

Agreed by all

Resolved that Councillor Guy Valentine-Neale be elected Vice-Chairman of Sandgate Parish Council.

2. Declaration of acceptance of office

The Chairman and Vice-Chairman made the statutory declaration of acceptance of office.

3. Apologies for absence: Cllrs Nicola South & Tracy Stephens

4. Declarations of Interest – there were none.

5. Minutes of the last meeting – the minutes of the Parish Council meeting held on 18th April 2023, having been previously circulated, were approved as a correct record and signed.

Proposed by: Councillor Michael Fitch

Seconded by: Councillor Guy Valentine-Neale

Agreed by all who had been present at the meeting.

6. Chairman's opening remarks – As at the Annual Parish Meeting

7. **Appointment of members to committees**
 To confirm the appointments as set out in Appendix A to this agenda. Chairs of committees will be decided by the next meeting of that committee
Proposed by Cllr Tim Prater
Seconded by Cllr Gary Fuller
Agreed by all
8. **Schedule of meeting 2023-34**
 To confirm the meetings of the Council and its committees for 2023-24 as attached as Appendix B to this agenda.
Proposed by Cllr Tim Prater
Seconded by Cllr Simon Horton
Agreed by all
9. **Review and adoption of appropriate standing orders, financial regulations and other governance arrangements**
Proposed by Cllr Tim Prater
Seconded by Cllr Peter Hickman
Agreed by all
10. **DPC- declaration of Parish Council’s eligibility for General Power of Competence***
Asserted by Cllr Tim Prater
Seconded by Cllr Guy Valentine-Neale
Agreed by all
- *Sandgate Parish Council is eligible to hold GPC as the following criteria in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 (s) 2012/965) is confirmed:
- At least two thirds of the council hold office as a result of being declared elected 5th May 2023
 - The clerk holds a recognised professional qualification CiLCA. – awarded April 10th 2023
11. **Subscription to KALC and NALC for 2023-24**
It was proposed that Sandgate Parish Council renew its subscription and that the amount of £1907.80 be paid.
Proposed by Cllr Tim Prater
Seconded by Cllr Gary Fuller
Agreed by all
(It was noted that the majority of local councils subscribed to this information network and representative body)
12. **Information:** It was noted that the parish council was applying for a Cost-of-Living Grant, which if successful, would be distributed by the District Welfare Team. The parish council agreed that this was an appropriate undertaking.
13. **Date of next meeting Monday 26th June 2023 at 6.30pm.**

Signed by the Chairman.....Date.....



COMMITTEE MEMBERSHIP 2023-24

*** The Chairman and Vice-Chairman of the Council are ex-officio members of all committees.**

**** All councillors are substitute members on all committees and up to two may be called upon by the clerks in the event of known absences.**

<p style="text-align: center;"><u>LIBRARY COMMITTEE</u></p> <p>1. Hazel Barrett 2. Gary Fuller 3. Rosa Morris</p> <p><u>Non-Councillor</u> Adrian Watts</p>	<p style="text-align: center;"><u>ENVIRONMENT COMMITTEE</u></p> <p><u>(Seaside Award)</u></p> <p>1. Hazel Barrett 2. Susan Claris 3. Peter Hickman 4. Rosa Morris 5. Nicola South</p>
<p style="text-align: center;"><u>FINANCE COMMITTEE</u></p> <p>1. Michael Fitch 2. Gary Fuller 3. Simon Horton 4. Tracy Stephens</p>	<p style="text-align: center;"><u>PLANNING</u></p> <p>1. Hazel Barrett 2. Susan Claris 3. Michael Fitch 4. Gary Fuller 5. Peter Hickman 6. Simon Horton 7. Nicola South</p>
<p style="text-align: center;">SEA FESTIVAL & EVENTS COMMITTEE</p> <p>(Twinning)</p> <p>1. Hazel Barrett 2. Rosa Morris 3. Tracy Stephen</p> <p><u>Non-Councillors</u> Nina Bliss Adrian Watts</p>	<p style="text-align: center;">PERSONNEL</p> <p>1. Gary Fuller 2. Simon Horton</p>

KALC- TBC

**SANDGATE PARISH COUNCIL
SCHEDULE OF MEETINGS 2023/24**

Commencing **6.30pm** at Sandgate Parish Council Library James Morris Court,
Sandgate High Street CT20 3RR



Main Parish Council Meetings

Usually held on the Fourth Monday of each month (except June/August) at 6.30pm

2023	2024
15th May (Annual Parish Meeting)	22nd January
26 th June	26th February
24 th July	25th March
25 th September	22nd April
23rd October	
27th November	
11th December	

Finance Committee

Usually held on the Third Monday of every other month at 6.30pm

2023	2024
19th June	19 th February
21 st August	15 th April
16 th October	
4 th December	

Environment Committee Meetings

Usually held on the Second Monday of every other month at 6.30pm

2023	2024
5 th June	
10 th July	8th January
11th September	11th March
13th November	

Planning Committee

5th June

Meetings to take place as required

Library Committee

Quarterly meetings on a schedule to be determined

Sea Festival Committee

5th June

Meetings to take place as required

Personnel Committee

Meetings to take place as required