



SANDGATE PARISH COUNCIL
Minutes of the Annual Parish Council Meeting
Held on Monday 20th May 2024

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|-----------------|--------------------|--------------------------------------------------------------------------------------------------------|
| <b>Present:</b> | <b>Chairman</b>    | <b>Councillor Tim Prater</b>                                                                           |
|                 | <b>Councillors</b> | <b>Hazel Barrett, Gary Fuller, Peter Hickman, Simon Horton, Nicola South, 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 7.22 pm.

- 1. Election of Chairman and Vice-Chairman**
 - 1.1 Proposed that Tim Prater be elected Chairman of Sandgate Parish Council.**

Proposed by: Peter Hickman
Seconded by: Gary Fuller
Agreed by all.
Resolved that Tim Prater be elected Chairman of Sandgate Parish Council.
 - 1.2 Proposed that Guy Valentine-Neale be elected Vice Chairman of Sandgate Parish Council.**

Proposed by: Tim Prater
Seconded by: Gary Fuller
Agreed by all.
Resolved that 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:** Susan Claris, Kirsty Hogben & Rosa Morris
- 4. Declarations of Interest** –Simon Horton and Hazel Barrett declared non-pecuniary interests in Agenda item 10.
- 5. Minutes of the last meeting** – the minutes of the Parish Council meeting held on 22nd April 2024, having been previously circulated, were approved as a correct record and signed.

Proposed by: Guy Valentine-Neale
Seconded by: Simon Horton
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 Tim Prater

Seconded by Simon Horton

Agreed by all.

8. Schedule of meeting 2024-25

To confirm the meetings of the Council and its committees for 2024-25 as attached as Appendix B to this agenda.

Proposed by Tim Prater

Seconded by Simon Horton

Agreed by all.

9. Review and adoption of appropriate standing orders, financial regulations, and other governance arrangements

these are unchanged since last year except for the Financial Regulations when the term 'Resources Committee' has been amended to 'Finance Committee' & the Finance Committee proposed to take place on monthly occasions on the governance document.

Proposed by Simon Horton

Seconded by Gary Fuller

Agreed by all.

10. Tenders for Handyman, Land Maintenance & Caretakers Contracts

It was noted that a document regarding the tendering process, with the clerk's recommendations, had been circulated prior to the meeting. This evaluation process and the resulting recommendations had been examined by Hazel Barrett, who had agreed with the process and the conclusions.

It was proposed that the recommendations of the clerk be agreed.

Proposed by Tim Prater

Seconded by Guy Valentine-Neale

For:6

Against:0

Non-pecuniary interest declared:2

Abstentions:1

11. Information

It was noted that the hole in the High Street was having a negative impact on businesses, and it was agreed that Southern Water would be approached regarding a possible compensation process.

It was noted that previous discussions at Environment Committee regarding Sea Water testing had resulted in a decision that signage might be used to indicate when sea bathing would not be appropriate. A draft of the signage was circulated to be discussed at the next Full Council meeting.

It was noted that a drain cover on Sunnyside Road was sinking, and this should be reported to Kent Highways

It was noted that the projector was not fully functional using Wi-Fi and alternative methods or use of HDMI cabling should be investigated.

12. Date of next meeting Monday 24th June 2024 at 6.30pm.

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

Appendix A



COMMITTEE MEMBERSHIP 2024-25

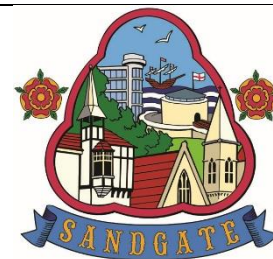
*** The Chairman and Vice-Chairman of the Council are ex-officio members of all committees.**

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

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

2024	2025
20 th May (Annual Parish Meeting)	27 th January
24 th June	24 th February
22 nd July	24 th March
23 rd September	28 th April
28 th October	
25 th November	
16 th December	

Finance Committee

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

2024	2025
13 th May	20 th January
17 th June	17 th February
15 th July	17 th March
16 th September	21 st April
21 st October	
18 th November	
9 th December	

Environment Committee Meetings

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

2024	2025
13 th May (at the fall of Finance)	13 th January
8 th July	10 th March
11 th November	

Planning Committee

Meetings to take place as required

Library Committee

Quarterly meetings on a schedule to be determined

Sea Festival Committee

Meetings to take place as required

Personnel Committee

Meetings to take place as required