**4th May 2022**

**Members of Peacehaven Town Council are summoned to the Annual Council meeting to be held in**

**Community House, Peacehaven, on Tuesday 10th May 2022 at 7.30pm.**

 **Tony Allen**

**Town Clerk**

**A G E N D A**

**C881 OUTGOING MAYOR’S ADDRESS & ANNOUNCEMENTS**

1. **Presentation of Mayor’s badge.**

**C882 ELECTION OF MAYOR FOR 2022-2023 & SIGNING OF DECLARATION OF ACCEPTANCE OF**

**OFFICE**

1. **Statement(s) from candidate(s).**
2. **Voting.**
3. **Mayor/Chairman of the Council Declaration of Acceptance of Office and the signing of the Mayor’s Handbook.**

**C883 STATEMENT FROM NEW MAYOR**

**C884 TO ADOPT THE NEW MAYOR’S CHARITIES FOR 2022-2023**

**C885 ELECTION OF DEPUTY MAYOR FOR 2022-2023 & SIGNING OF DECLARATION OF**

**ACCEPTANCE OF OFFICE**

1. **Statement(s) from candidate(s).**
2. **Voting.**
3. **Deputy Mayor/Vice-Chairman of the Council Declaration of Acceptance of Office and the signing of the Mayor’s Handbook.**
4. **Statement from the new Deputy Mayor.**

**C886 TO AGREE MAYOR’S CONSORT**

**C887 PUBLIC QUESTION TIME**

***Please contact the town Clerk for access to this online meeting.***

*There will be a 15-minute period when members of the public may ask questions.*

**C888 TO CONSIDER APOLOGIES FOR ABSENCE**

**C889 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS**

**C890 TO ADOPT STANDING ORDERS**

**C891 TO ADOPT FINANCIAL REGULATIONS**

**C892 TO ADOPT A COMPLAINTS POLICY**

**C893 TO ADOPT FOI/DATA PROTECTION POLICY & MODEL PUBLICATION SCHEME**

**C894 TO ADOPT A MEDIA & COMMUNICATIONS POLICY**

**C895 TO REVIEW THE TERMS OF REFERENCE FOR COMMITTEES**

**C896 TO APPOINT MEMBERS TO SERVE ON COMMITTEES**

**C897 TO APPOINT CHAIRMEN OF COMMITTEES**

**C898 TO APPOINT MEMBERS TO SERVE ON THE NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP**

**C899 TO APPOINT MEMBERS TO SERVE ON THE ESCC SLR FORUM**

**C900 TO APPOINT MEMBERS TO SERVE ON OUTSIDE BODIES & ASSOCIATIONS**

**C901 TO NOTE THE INVENTORY/ASSET REGISTER OF COUNCIL PROPERTY**

**C902 TO NOTE ANNUAL SUBSCRIPTIONS**

**C903 TO APPROVE THE MAYOR’S ALLOWANCE**

**C904 TO APPROVE THE CORPORATE RISK ASSESSMENT**

**C905 TO APPROVE THE APPOINTMENT OF THE INTERNAL AUDITOR**

**C906 TO APPROVE BANKING SIGNATORIES**

**C907 TO NOTE THAT THERE IS NO PLANNED S.137 EXPENDITURE**

**C908 TO APPROVE ARRANGEMENTS FOR INSURANCE COVER IN RESPECT OF ALL RISKS**

**C909 TO APPROVE THE COUNCIL’S EMPLOYMENT POLICIES AND PROCEDURES**

**C910 TO ADOPT A STATEMENT OF INTENT AS TO COMMUNITY ENGAGEMENT**

**C911 TO ADOPT THE PUBLIC MINUTES OF THE PREVIOUS COUNCIL MEETING HELD ON THE 15th MARCH 2022**

**C912 TO RECEIVE MINUTES, RATIFY ACTIONS & RECEIVE REPORTS ON URGENT MATTERS:-**

* 1. **Planning & Highways Committee:-**
		1. **To receive the public meeting minutes of the 8th March 2022.**
		2. **To receive the public meeting minutes of the 5th April 2022.**
		3. **To note the draft public meeting minutes of the 3rd May 2022.**
	2. **Policy & Finance Committee:-**
		1. **To receive the financial report, authorise payments and signing of Bank Reconciliation.**
		2. **To receive the public meeting minutes of the 1st March 2022.**
		3. **To note the draft public meeting minutes of the 26th April 2022.**
		4. **To approve the grants recommendations from the Sub-Committee.**
		5. **To note and approve the 2021/22 end-of-year Internal Audit report.**
		6. **Approve 2021/22 Annual Governance Statement.**
		7. **Approve 2021/22 Annual Accounting Statement.**
	3. **Personnel Committee:-**
		1. **To receive the public meeting minutes of the 3rd February 2022.**
		2. **To note the draft public meeting minutes of the 31st March 2022.**
	4. **Leisure, Amenities & Environment Committee;-**
		1. **To receive the public meeting minutes of the 22nd February 2021.**
		2. **To note the draft meeting minutes of the 12th April 2022.**
	5. **Civic & Community Events Committee:-**
		1. **To receive the public meeting minutes of the 8th February 2022.**
		2. **To note the draft meeting minutes of the 19th April 2022.**

**C913 TO RECEIVE URGENT MATTERS/REPORTS FROM WORKING PARTIES & OTHER BODIES**

**C914 TO RECEIVE ANY OTHER URGENT ITEMS FOR NOTING OR FOR REFERENCE TO THE NEXT MEETING OF COUNCIL OR APPROPRIATE COMMITTEE (NOT FOR DISCUSSION)**

**C915 TO NOTE ARRANGEMENTS FOR THE ANNUAL TOWN MEETING TO BE HELD ON THE 26th MAY 2022.**

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| **CONFIDENTIAL** |

***In accordance with Standing Order 3(d) and the Public Bodies (Admission to Meetings) Act 1960, Section 1, in view of the confidential nature of the business to be transacted, the public and press are excluded from the discussion of the following items:-***

**C916 Policy & Finance Committee:-**

1. **To receive the confidential meeting minutes of the 1st March 2022.**
2. **To note the draft confidential meeting minutes of the 26th April 2022.**

**C917 Personnel Committee:-**

1. **To receive the confidential meeting minutes of the 3rd February 2022.**
2. **To note the draft confidential meeting minutes of the 31st March 2022.**
3. **To receive updates on confidential staffing matters and agree any actions required.**

**C918 DATE OF NEXT MEETING – TUESDAY 21st JUNE 2022 AT 7.30PM.**