



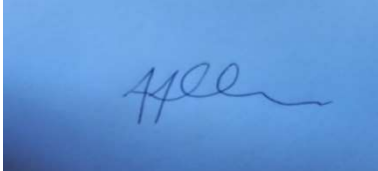
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PEACEHAVEN TOWN COUNCIL

TOWN COUNCIL OFFICE
MERIDIAN CENTRE
MERIDIAN WAY
PEACEHAVEN
EAST SUSSEX
BN10 8BB

10th May 2023

Members of Peacehaven Town Council are summoned to the Annual Council meeting to be held in Community House, Peacehaven, on Tuesday 16th May 2023 at 7.30pm.



Tony Allen
Town Clerk

A G E N D A

C1013 OUTGOING MAYOR'S ADDRESS & ANNOUNCEMENTS

- a) Presentation of Mayor's badge and gifts of recognition of service for Deputy Mayor and Mayor's Consort.
- b) Former Cllr Regina Mitchell has passed away – a minute's silence will be held for her.

C1014 ELECTION OF MAYOR FOR 2023-2024 & SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE

- a) Statement(s) from candidate(s).
- b) Voting.
- c) Mayor/Chairman of the Council Declaration of Acceptance of Office and the signing of the Mayor's Handbook.

C1015 STATEMENT FROM NEW MAYOR

C1016 TO CO-OPT A COUNCILLOR TO FILL THE VACANCY IN THE WEST WARD - NOT FILLED BY THE RECENT ELECTIONS

- a) Statement(s) from candidate(s).
- b) Voting.

C1017 TO ADOPT THE NEW MAYOR'S CHARITIES FOR 2023-2024

C1018 ELECTION OF DEPUTY MAYOR FOR 2023-2024 & SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE

- a) Statement(s) from candidate(s).
- b) Voting.
- c) Deputy Mayor/Vice-Chairman of the Council Declaration of Acceptance of Office and the signing of the Mayor's Handbook.
- d) Statement from the new Deputy Mayor.

C1019 TO AGREE MAYOR'S CONSORT

C1020 PUBLIC QUESTION TIME - *There will be a 15-minute period when members of the public may ask questions.*

C1021 TO CONSIDER APOLOGIES FOR ABSENCE

C1022 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS

C1023 TO ADOPT STANDING ORDERS

C1024 TO ADOPT FINANCIAL REGULATIONS

C1025 TO REAFFIRM ELIGIBILITY FOR THE USE OF THE GENERAL POWER OF COMPETENCE

C1026 TO ADOPT A COMPLAINTS POLICY

C1027 TO ADOPT FOI/DATA PROTECTION POLICY & MODEL PUBLICATION SCHEME

C1028 TO ADOPT A MEDIA & COMMUNICATIONS POLICY

C1029 TO ADOPT THE TERMS OF REFERENCE FOR COMMITTEES

C1030 TO APPOINT MEMBERS TO SERVE ON COMMITTEES

C1031 TO APPOINT CHAIRMEN OF COMMITTEES

Agenda for the Annual Meeting of Peacehaven Town Council – 16th May 2023

C1032 TO APPOINT MEMBERS TO SERVE ON THE NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

C1033 TO APPOINT MEMBERS TO SERVE ON CLIMATE CHANGE WORKING GROUP

C1034 TO APPOINT MEMBERS TO SERVE ON OUTSIDE BODIES & ORGANISATIONS

C1035 TO NOTE THE INVENTORY/ASSET REGISTER OF COUNCIL PROPERTY

C1036 TO NOTE ANNUAL SUBSCRIPTIONS & DIRECT DEBITS

C1037 TO APPROVE THE MAYOR'S ALLOWANCE

C1038 TO APPROVE THE CORPORATE RISK ASSESSMENT

C1039 TO APPROVE THE APPOINTMENT OF THE INTERNAL AUDITOR

C1040 TO APPROVE BANKING SIGNATORIES & BACS WORKING

C1041 TO NOTE THAT THERE IS NO PLANNED S.137 EXPENDITURE

C1042 TO APPROVE ARRANGEMENTS FOR INSURANCE COVER IN RESPECT OF ALL RISKS

C1043 TO ADOPT A STATEMENT OF INTENT AS TO COMMUNITY ENGAGEMENT

C1044 TO ADOPT THE PUBLIC MINUTES OF THE PREVIOUS COUNCIL MEETING HELD ON THE 21ST MARCH 2023

C1045 TO RECEIVE MINUTES, RATIFY ACTIONS & RECEIVE REPORTS ON URGENT MATTERS:-

a. Planning & Highways Committee:-

i. To receive the public meeting minutes of the 14th March 2023.

ii. To note the draft public meeting minutes of the 4th April 2023.

b. Policy & Finance Committee:-

i. To receive the financial report, authorise payments and signing of Bank Reconciliation.

ii. To note the draft public meeting minutes of the 7th March 2023.

iii. To receive meeting minutes and approve the grants recommendations from the Sub-Committee.

iv. To note and approve the 2022/23 end-of-year Internal Audit report.

v. To approve 2022/23 Annual Governance Statement.

vi. To approve 2022/23 Annual Accounting Statement.

c. Personnel Committee.

d. Leisure, Amenities & Environment Committee:-

i. To receive the public meeting minutes of the 28th February 2023.

ii. To note the draft meeting minutes of the 18th April 2023.

e. Civic & Community Events Committee:-

i. To receive the public meeting minutes of the 14th February 2023.

ii. To receive the public meeting minutes of the 11th April 2023.

iii. To note the draft public meeting minutes of the 2nd May 2023.

C1046 TO RECEIVE URGENT MATTERS/REPORTS FROM TFG's & OTHER BODIES

C1047 TO RECEIVE THE COMMUNITY BUSINESS PLAN

C1048 TO RECEIVE ANY OTHER URGENT ITEMS FOR NOTING OR FOR REFERENCE TO THE NEXT MEETING OF COUNCIL OR APPROPRIATE COMMITTEE (NOT FOR DISCUSSION)

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:-

C1049 TO ADOPT THE CONFIDENTIAL MINUTES OF THE PREVIOUS COUNCIL MEETING HELD ON THE 21ST MARCH 2023

C1050 Personnel Committee:-

i. To receive the confidential meeting minutes of the 16th March 2023.

ii. To note the draft confidential meeting minutes of the 2nd May 2023.

iii. To note the resignation of the Town Clerk and agree action required.

iv. To receive updates on other confidential staffing matters and ratify any actions agreed by the Committee.

C1051 TO RECEIVE A REPORT REGARDING THE REDEVELOPMENT OF THE MERIDIAN CENTRE & TO APPOINT MEMBERS TO SERVE ON THE MORRISONS DEVELOPMENT WORKING GROUP

C1052 DATE OF NEXT MEETING – TUESDAY 18th JULY 2023 AT 7.30PM.