



# Sedlescombe Parish Council

To: All Parish Councillors

You are hereby summoned to attend the Annual General Meeting of the Parish Council  
on Tuesday 20th May 2025 at 18:30 CR2.

## Council Meeting Agenda

Signed: Jackie Scarff

Clerk to Sedlescombe Parish Council

14/05/2025

075 310 654 69 / [clerk@sedlescombe.org.uk](mailto:clerk@sedlescombe.org.uk)

**Public participation session re matters on the Agenda at the Chairman's discretion.**

**End of public participation.**

Item	Agenda Item (C25.)	
1	The Chair and receive nominations for Chair of the council for the forthcoming year.	
2	The Chair to read and sign the declaration of acceptance of office.	
3	The Chair to receive nominations for Vice Chair of the council for the forthcoming year.	
4	The Vice Chair to read and sign the declaration of acceptance of office.	
5	i. To receive apologies & reasons for absence (LGA 1972 s85 (1)) ii. To consider accepting apologies & reasons for absence	
6	Interests in accordance with the Localism Act 2011 and the Parish Council Code of Conduct. To receive councillors' declarations of interest regarding matters on the agenda and consider any written requests for dispensation as a result. Pecuniary Interests Other Interests (Non-Pecuniary)  To grant any requests for dispensation as appropriate.  Reminder any changes to register of interests should be notified to the clerk immediately.	
7	To receive the minutes of the previous meeting held on 18 <sup>th</sup> March 2025, to approve these minutes and authorise the chair to sign them as a correct record.	
8	In accordance with the Standing orders to receive for adoption the updated Standing orders, Financial Regulations, Risk assessment and Code of Conduct.	
9	To receive for approval the council's scheme of delegation.	
10	To agree the arrangements for insurance in respect of all insurable risks.	
11	To consider nominations to existing committees. Membership agreed at the meeting will include the Chair and Vice-Chair being ex-officio members of each Committee: Finance and General Purposes Executive Committee Planning Committee. Sedlescombe Sports Pavilion Executive Committee Land Committee Red Barn Field Working Group Sedlescombe Traffic Advisory Group (STAG) Staffing Committee Any other Executive or Advisory Committee that the Parish Council agrees should be constituted for the coming year. To consider nominations to represent the Parish Council on outside bodies RALC ESALC	

	Sedlescombe Village Hall Any other bodies that the Parish Council agrees they should have representation on.	
<b>12</b>	To delegate to the relevant committees, a review of their terms of reference.	
<b>13</b>	To determine the time and place of the meeting of the Council including the next annual meeting of the council.	
<b>14</b>	To receive any questions on reports from the District or County Councillors	
<b>15</b>	If the committee wishes to exclude the public for a particular agenda item, the following resolution must be passed: 'That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.'	
<b>16</b>	Sedlescombe Sports Pavilion To receive an update and agree any actions required.	DC
<b>17</b>	Highway Matters To receive an update on the traffic calming project and agree any actions required.	DC
<b>18</b>	To review previous resolutions and agree any actions required.	
<b>19</b>	To discuss the devolution of the Sedlescombe toilet block and carpark agree any actions required.	ALL
<b>20</b>	Finance and Audit i To receive the monthly statement of accounts to 30 <sup>th</sup> April 2025 ii To receive the bank reconciliation to 30 <sup>th</sup> April 2025 iii To present for approval the payments for the month. iv To consider moving funds to the CCLA account v To receive the report from the internal auditor and agree any actions required. vi To consider for approval the annual governance statement. vii To consider for approval the accounting statement for the year ended 31 <sup>st</sup> March 2025 in the Annual Governance and Accountability return. To confirm the arranged direct debits and bank standing order payments.	
	Reports, Correspondence, Questions and Future agenda items not requiring decisions.	
<b>22</b>	Date of next meeting. To note the date of the next meeting is the Finance & General Purposes Executive meeting on Tuesday 10 <sup>th</sup> June 2025 at 6.30pm CR2 The next Full council meeting will be Tuesday 15 <sup>th</sup> July 2025 at 6.30pm CR2	

Circulation to all councillors

*In accordance with the Data Protection Act 2018 all attendees of the meeting are hereby notified that the meeting will be recorded as an aide memoire for the clerk when compiling the minutes. The recordings are held securely and are deleted after the resolution that the minutes are a true and correct record.*

*Members of the public should be aware that being present at a meeting of the Council or one of its committees or sub-committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present. A person (s) recording the parish council meeting are reminded that the 'public session' period may not be part of the formal meeting and that they should take legal advice for themselves as to their rights to make any recording during that session.*