



## **Agenda for the Annual General Meeting of Rottingdean Parish Council at 7.30 pm on Monday 13 May 2023 at the Whiteway Centre**

*All are welcome to join this meeting.*

### **Annual General Meeting**

- 1. Apologies for absence**
- 2. Declarations of Parish Councillors interest in agenda items.**

### **Elections**

- 2. Election of the Chair.**
- 3. Election of Vice Chair of Parish Council.**

### **Appointments**

- 4. To appoint the Deputy Responsible Finance Officer.**
- 5. To agree Advisory Group membership and lead Councillors for 2024/25.**
  - Chair and members of the Planning Consultative Panel.
  - Chair and Parish Council members of the Beacon Hill Nature Reserve Stewardship Group.
- 6. To agree Parish Council representatives on Advisory Groups.** Project Boards and Working Groups for 2024/25.

## **Financial Regulations**

7. The RFO's Draft Annual Governance and Financial Report for 2023/24:

### **Parish Council Governance**

8. **Review of register of members' interests.**
9. **Review of asset register and insurance arrangements.**
10. **Review of standing orders and policies.**

### **Parish Council meetings for 2024/25.**

11. **Dates of meetings**
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## **Ordinary Meeting**

*At the start of the meeting any member of the public is welcomed to speak for a maximum of 3 minutes, Councillors aim to provide a response during the meeting if possible, and if not will endeavour to respond in writing within the month.*

1. **Apologies for absence**
2. **Declarations of interest**
3. **Agreement of the minutes of the Parish Council meeting on 8<sup>th</sup> of April.**
4. **Action Log.**
5. **Matters Arising.**
6. **Finance Update**
  - i. **Payments and invoices.**

- ii. **Bank balances**
- iii. **April 2024 Accounts.**

## **Co-option**

## **Major Projects**

- 7. **St Aubyns**

## **Planning**

- 8. **Applications Received in April.**

## **Advisory Group Meeting Updates**

- 9. **Strategy and Communications**
  - i. Follow up from the annual village meeting
  - ii. Section 106 update
- 10. **Village and Community.**
- 11. **Natural Environment**
- 12. **Built Environment**

**Chris Hayes, Parish Clerk**

**May 2024**

***The minutes of the meeting will be available on the Parish Council website a few days after the meeting.***

