

**Members of Dymchurch Parish Council are summoned to the Annual Parish Council meeting of Dymchurch Parish Council to be held at the Methodist Church Chapel Road Dymchurch on Monday 15<sup>th</sup> May 2023 at 7pm.  
(The meeting will commence after the Annual Parish Meeting)**

## **AGENDA**

**Please note any member who has not signed the acceptance of office will be asked to do so before the commencement of the meeting.**

- 1. ELECTION OF THE CHAIR OF DYMCHURCH PARISH COUNCIL**
- 2. APOLOGIES.** Members are reminded of the need to tender apologies with the reason for absence direct to the Clerk if they are unable to attend.
- 3. DECLARATIONS OF INTEREST**
  - a. To declare any personal interests in items on the agenda and their nature.
  - b. To declare any prejudicial interests in items on the agenda – any councillors with prejudicial interests must leave the room for the relevant items.
- 4. PROPOSAL TO ELECT A VICE CHAIR OF THE COUNCIL**

Members will decide if they will elect a vice chair of the Council and if so, propose a member to hold that office
- 5. PROPOSAL TO PERMIT ANY COUNCILLOR WHO HAS NOT SIGNED A DECLARATION OF ACCEPTANCE OF OFFICE AT THIS MEETING OR BEFORE TO SIGN AT A LATER DATE- section 83 Local Government Act 1972.- (if applicable)**
- 6. ACCEPTANCE OF THE MINUTES OF THE COUNCIL MEETING HELD ON THE 3RD April 2021**
- 7. CO-OPTION POST ELECTION PROCESS-**

Members are advised that there is one vacancy created after the recent election which may now be filled by co-option
- 8. TO RECEIVE AND ACCEPT OF STANDING ORDERS**
- 9. TO RECEIVE AND ACCEPT THE CODE OF CONDUCT**
- 10. TO RECEIVE AND ACCEPT THE FINANCIAL REGULATIONS FOR THE PARISH COUNCIL**

**11. REAFFIRMATION OF DYMCHURCH PARISH COUNCIL'S AUTHORITY TO USE THE GENERAL POWER OF COMPETENCE.**

The criteria for adoption of the power are still in force namely:

- I. **The number of members of the council that have been declared to be elected, whether at ordinary elections or at a by-election, is equal to or greater than two-thirds of the total number of members of the council;**
- II. **The clerk to the council holds the Certificate in Local Council Administration; and the clerk to the council has completed the relevant training;**

**12. APPOINTMENT OF COUNCILLORS TO OTHER COMMITTEES/RESPONSIBLE BODIES**

- a. **Shepway Area Committee and Planning user group Representative**
- b. **Village Hall Committee**
- c. **Marsh Forum Representative**
- d. **Twinning Association Representative**

**13. CONFIRMATION OF MEMBERS OF COUNCIL COMMITTEES**

- a. **Assets and Amenities Committee**
- b. **Personnel Committee**

**14. CONFIRMATION OF MEMBERS OF WORKING GROUPS AND ADVISORY GROUPS**

- a. **Pavilion Working Group**
- b. **Beach Advisory Group**
- c. **Policy Advisory Group**

**15. FINANCE-**

- a. **Bank reconciliation**
- b. **Authorisation of payments**
- c. **Review of transactions**

**16. Audit 2022/2023- ANNUAL GOVERNANCE STATEMENT 2022/2023**

**17. Audit 2022-2023- ACCOUNTING STATEMENT 2022/2023**

**18. RECEIVE RECOMMENDATIONS FROM PERSONNEL COMMITTEE-**

Members will consider the employment of Beach Managers.

**19. CORRESPONDENCE AND COMMUNICATION**

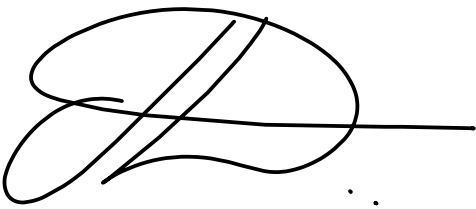
**20. PUBLIC PARTICIPATION/PUBLIC QUESTIONS**

Members will propose to adjourn the meeting to allow Public Participation- Standing Orders provide the opportunity for members of the public to speak at Council Meetings- The allotted time for Public Participation is 15 minutes and each person may speak for no longer than 3 minutes. This is however, at the discretion of the chair. At the end of the Public Participation section the Council meeting will resume.

## 21. PLANNING

Reference	Address	Details
23/0422/FH	Land adjoining 5 Ship Close, Dymchurch, Romney Marsh, TN29 0LH	Siting of a mobile home for use as a holiday let

## 22. DATE OF NEXT MEETING-7pm Monday 5<sup>th</sup> June to be held at the Parish Council Offices Orgarswick Avenue



Mr J. Lawrence

PARISH CLERK

9<sup>th</sup> May 2023