

# SHOREHAM

Parish Clerk:  
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# PARISH COUNCIL

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You are hereby summoned to a Meeting of the Shoreham Parish Council to be held at **Shoreham Village Hall on Wednesday 1 May 2024 at 7.30pm**. Members of the Press and Public are warmly invited to attend. Meeting documents are available at [www.shorehamparishcouncil.gov.uk](http://www.shorehamparishcouncil.gov.uk)

Parish Clerk 26 April 2024

## **AGENDA for ANNUAL GENERAL MEETING and MEETING of SHOREHAM PARISH COUNCIL**

### 1. Annual General Meeting

1.1 **Election of Chairman**  
(Clerk in the Chair).

1.2 **Declaration of Acceptance of Office**  
New Chairman to sign Declaration of Acceptance of Office

1.3 **Election of Vice Chairman**

1.4 **Members' Declaration of Acceptance of Office**  
All members to sign their Declarations of Acceptance of Office

1.5 Appointment of Committee and Working Parties  
a) Planning  
b) Amenities  
c) Highways

1.6 Appoint of Members on other bodies  
a) Shoreham Village Hall  
b) Shoreham Society  
c) Lullingstone Park

2. To receive any apologies for absence.

3. To receive any disclosures of interest from members in respect of items of business included on the agenda for the meeting.

4. Public Forum

### 5. **County/District Councillor Reports**

6. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of The Public Bodies (Admission to Meetings) Act 1960

7. To receive and authorise for signature by the Chairman, the Minutes of the meetings held Wednesday 3 April 2023

**8. Matters arising from the minutes not covered by Agenda items**

- 8.1 Annual Parish Meeting
- 8.2 War Memorial

**9. Highways and Footpaths**

- 9.1 **Parking**  
To receive an update
- 9.2 **Highways**  
To receive an update

**10. Shoreham Recreation Ground Playground**

- 10.1 To discuss and agree next actions, if appropriate, with regard to the vandalism

**11. Shoreham Village Hall**

- 11.1 To note the accounts
- 11.2 To appoint an auditor to audit the Village Hall accounts

**12. Correspondence**

- 12.1 Kent Police

**13. Finance & Governance**

**Finance**

- 13.1 To agree items received, payable and paid
- 13.2 To agree the year end accounts 23-24
- 13.3 To agree the insurance policy for 24-25
- 13.4 Community Infrastructure Levy (CIL) Payment 23-24

**Governance**

- 13.5 To agree the Code of Conduct
- 13.6 To agree the Standing Orders
- 13.7 To agree the Section 101 Scheme of Delegation
- 13.8 To agree the Complaints Procedure

**14. Next meetings** (all starting at 7:30pm in Shoreham Village Hall unless otherwise stated)

- a. Planning (if required) Committee – Wednesday 15 May 2024 at 7.30pm
- b. Planning (if required) Committee and Council Meeting –  
Wednesday 5 June 2024 at 7.30pm – Please note that this meeting is at Well Hill Mission Church

Amanda Barlow, Clerk to Shoreham Parish Council