



RODMELL PARISH COUNCIL

Parish Clerk: Mrs Lynette Kemp
rodmellparishcouncil@aol.com

Mobile: 07864637274

Members of Rodmell Parish Council are summoned to the Annual Meeting of the Rodmell Parish Council on Tuesday 21st May 2024 at 7.00pm in Rodmell Village Hall for the purpose of transacting the following business.

Signed: *Lynette Kemp*

Dated: 14th May 2024

Members of the Public are welcome and encouraged to attend our meetings

AGENDA

- 1. To receive and accept any apologies** from Councillors and any **Declarations of Interest** on any items covered in this Agenda. **To receive for acceptance** any requests to consider **dispensations** under Section 33 of the Localism Act 2011.
- 2. Members to agree confidential items on the agenda for the exclusion of the press and members of the public.**
- 3. To elect a Chairman for the forthcoming year**
- 4. To elect a Vice Chairman for the forthcoming year**

Public Questions

The first ten minutes are available for the public to express a view or ask a question on relevant matters on the following agenda. The public are welcome to stay and **observe** the rest of the meeting.

- 5. To receive updates** from County Councillor Sarah Osborne, District Councillor Stella Spiteri and Maria Caulfield MP on matters affecting this Parish.
- 6. Minutes of the Full Council meeting** held on 19th March 2024 and the Extraordinary Council Meeting held on 10th April 2024– to **sign** as a true and accurate record.
- 7. Councillor Resignations** – to note the resignations of Sue Carroll and Nicki Myers

Rodmell Parish Council: Claire Dishington (*Chairman*),
Chrissie Toye, Fred Wettern, Georgina Hickey, Oliver Rathbone

8. Councillor Lead Roles – to agree lead roles

Planning
Website and council email problems.
Tree Warden
Countryside, agriculture and allotments
Repairs to the Street
Sports Field, Mowing and Hedge Trimming
Playground
The Dicklands
Village maintenance
Communication with Northease residents
Village Hall Committee
Emergency Plan
Defibrillator
Roads, Paths, Transport
Village Illustrative Map
The Pavilion

9. Councillor representation on outside bodies – to agree representatives

Safer C7
SDNP
ESALC
POLO

10. Playground – to receive an update regarding the playground, including repairs

11. Maintenance Reviews – to receive reports and allocation of resources as required

- 12.1 Defibrillator Report (CT)
- 12.2 General Village maintenance (All Councillors)
- 12.3 Maintenance including issues identified during the asset inspection – to receive an update

12. Clerk's and/or Councillors' reports on progress on any items from the last meeting not otherwise covered on this Agenda, and other items for noting and information purposes.

13. Finance Report

- 14.1 To authorise payments as per the attached schedule
- 14.2 Bank reconciliations – to approve

14. Review and completion of audit – sign the completed audit

- a) Certificate of Exemption Agar 2023/24 -To agree and sign
- b) Section one – Annual governance statement, to agree and sign
- c) Section two – Accounting statement, to agree and sign
- d) Internal audit report - To agree and action, if necessary, any comments from the report

15. Statutory Documents – to approve

- a) Standing Orders 2024
- b) Financial Regulations 2024
- c) Code of Conduct
- d) Financial Risk Assessment 2024

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16. Parish Priority Statement – to agree next steps

17. Other updates from councillors

18. Clerk's Employment Terms – to agree amendments to the Clerk's Contract of Employment

The next Full Council Meeting will be held on Tuesday 16th July 2024, items for the Agenda to the Clerk by Friday 5th July 2024 please.