

# BERWICK PARISH COUNCIL

Councillors are hereby summoned to attend the Annual Parish Council Meeting of Berwick Parish Council to be held on Wednesday 22nd May 2024, at Berwick Village Hall. This meeting will follow on from the Annual Parish Meeting.

Signed *Lynette Kemp*  
Lynette Kemp (Clerk to Berwick Parish Council)

Dated 10<sup>th</sup> May 2024

Please contact the Clerk if you are unable to attend.

The Public and Press have a right and are welcome to attend. Agenda item 5 is available for the public to express a view or ask a question on relevant matters on the following agenda, they are then welcome to stay and observe the rest of the meeting.

## AGENDA

1. To appoint a Chair for the ensuing year.
  2. To appoint a Vice Chair for the ensuing year.
  3. Apologies for absence.
  4. Declarations of Interests and notification of any changes to the Register of Interests.
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7. Public Question Time (10 minutes) – *Questions or comments from any member of the public present at the meeting regarding items on the agenda only. Questions are limited to two questions per member for a maximum 2 minutes per question. Please note this is a meeting held in public; not a public meeting.*
  8. Brief reports from the County and District Councillors on matters affecting this Parish.
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9. Minutes of the Extraordinary Parish Council Meeting held on 26<sup>th</sup> April 2024 (previously distributed) and Clerk's Report on any Matters Arising from those Minutes.
  10. To appoint Councillors to serve as representatives of the Parish Council on the following bodies;
    - East Sussex ALC Ltd
    - Wealden District Association of Local Councils
    - Village Hall Committee
    - Tree Warden
    - Cuckmere Flood Forum
    - Cuckmere Community Bus
    - SDNPA/SDNP Board
    - Parish Cluster
    - Working Group Against Over Development

11. To consider approving the following subscriptions and insurance;  
Wealden District Association of Local Councils  
East Sussex Association of Local Councils  
Zurich Insurance  
Information Commissioner
12. Meetings – to agree the meeting dates for the forthcoming year.
13. Signatories – to agree the bank signatories for the ensuing year.
14. Code of Conduct – to agree to adopt the Code of Conduct for the ensuing year
15. Standing Orders/Financial Regulations – to agree to accept the Standing Orders 2024 and Financial Regulations 2024 for the ensuing year.
16. Reports from Outside Bodies
  - a) Village Hall Committee
  - b) Cuckmere Community Bus
  - c) Tree Warden
  - d) Cuckmere Flood Forum
  - e) South Downs National Park Authority
17. Finance:
  - a) Approval of the Annual Governance Statement to 31<sup>st</sup> March 2024
  - b) Approval of the Accounting Statement to 31<sup>st</sup> March 2024
  - c) To vote to approve the Exemption from External Audit certificate
  - d) To confirm the dates for the Exercise of Electors' Rights
  - e) To confirm the Risk Assessment, Asset List and Statement of Internal Controls
  - f) To consider the Internal Audit Report and approve the Internal Auditor for 2024-2025
  - g) To vote to approve the signing of the Contract of Employment for the Clerk, by the Chairman
18. Football pitch – to consider and agree the erection of posts to form a 'Respect Barrier' around the football pitch (posts only, erected in the autumn and removed in the spring), and to agree to field rolling at the end of the season.
19. Annual Speed Survey – to agree the survey for 2024
20. Questions from Parish Councillors