



It was noted that the minutes had been circulated and a meeting would take place immediately after the Full Council.

6. **Environment Committee** It was noted that a meeting had not taken place since the last Full Council.

**6.1 Tree inspections report-** It was noted that the annual tree inspection report had been received and a number of works would be required. It was planned that they would be undertaken in two tranches to minimise disruption to any nesting birds. A quotation had been received but in accordance with good practice, clerks would endeavour to obtain another. It was proposed that on receipt of the quotations, that a decision be made regarding the best value for money quotation and works organised with immediate effect.

**Proposed by Cllr Gary Fuller**

**Seconded by Cllr Michael Fitch**

**Agreed by all.**

It was noted that the quality of swimming waters in the parish was naturally an ongoing concern, and it was questionable whether the tests by the Environmental Agency, concentrated on the Esplanade area, would give the correct readings. So, it was hoped that with the advent of the new Environment Committee, that testing by the parish, could be undertaken in the environs of Granville Parade.

7. **Resources** It was noted that the minutes of the last meeting would be circulated shortly.

**7.1 2023/24 Pay award to be approved-**it was proposed that the Pay Award agreed at the last Resources Committee be approved.

**It was proposed that:**

- **the Parish Clerk would receive a 10% pay award in recognition of her undertaking (and now achieving) the CiLCA qualification,**
- **it was further proposed that the Deputy Clerk/RFO would receive a 5% pay award,**
- **and that the library staff would receive an increase from £10.00 per hour to £11.00 per hour.**

**Proposed by Cllr Gary Fuller**

**Seconded by Cllr Tim Prater**

**Agreed by all.**

**7.2 Appointment of Internal Auditor**

**It was proposed that Internal Auditor Lionel Robbins be appointed to undertake the internal audit of Sandgate Parish Council**

**Proposed by Cllr Tim Prater**

**Seconded by Cllr Gary Fuller**

**Agreed by all.**

8. **Library Committee report** It was noted that no Library Committee meeting had taken place since the previous Full Council. The provision of further S106 monies was being investigated to improve the library stock.

9. **Sandgate Policy Documents**

It was noted that as part of the clerk's CiLCA training a number of documents had been identified which would benefit the parish by adoption and inclusion on the website;

- a. Document retention and disposal policy**

- b. Press and Media Policy**
- c. Publication Policy**
- d. Risk Management Policy**
- e. Privacy Statement**

**It was proposed that, with a few minor amendments, that:**

- a. Document retention and disposal policy**
- b. Press and Media Policy**
- c. Publication Policy**
- d. Risk Management Policy**
- e. Privacy Statement**

**-would be adopted and included in the parish documentation and uploaded onto the website.**

**Proposed by Cllr Gary Fuller**

**Seconded by Cllr Michael Fitch**

**Agreed by all.**

- 10. KALC – As agenda item 4**
- 11. Twinning-** Nothing to report at this time.
- 12. Information-** Cllr Tim Prater gave final thanks to the outgoing councillors.
- 13. Date and time of next meeting:** Annual Parish and Annual Parish Council Meetings **MONDAY** 15<sup>th</sup> May 2023 at 6.00pm.

Signed by the Chairman.....Date.....