



SANDGATE ANNUAL PARISH COUNCIL MEETING

**Date: Time: Monday 19th May 2025 at 7.00pm
or at the Fall of the Annual Parish Meeting whichever is earlier
Sandgate Parish Council Library
Sandgate High Street**

To ALL MEMBERS OF SANDGATE PARISH COUNCIL

YOU ARE HEREBY SUMMONED to attend a Sandgate Council meeting on the date and at the time and place shown above.

Sandgate Parish Clerk

The meeting will be open to the press and public. The meeting will also be broadcast live at <https://www.facebook.com/sandgatepc>

Twenty minutes have been set-aside at the beginning of the meeting for the public to ask questions of the Council. Speakers will be allowed a maximum of two minutes to ask their question. Questions can either be asked in person or emailed to clerk@sandgate-pc.gov.uk to arrive one working day before the meeting and they will be presented to the meeting for reply.

AGENDA

- 1. Election of Chairman and Vice-Chairman for 2025/6**
- 2. Declaration of Acceptance of Office**
- 3. Apologies for Absence**
- 4. Declarations of Interest** Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Council's Code of Conduct and by the Localism Act 2011.
- 5. Minutes of the Parish Council meeting held on 28th April to be confirmed as a correct record and signed**
- 6. Chairman's opening remarks**
- 7. Appointment of members to committees**

To agree the appointments to the committees in Appendix A of this agenda. Chairs of committees will be decided by the next meeting of that committee.

8. Schedule of meetings for 2025-26

To agree the schedule of meetings of the Council and its committees for 2025-6 in Appendix B of this agenda.

9. Review and adoption of appropriate standing orders, financial regulations, and other governance arrangements

To consider the following for approval

- Standing orders
- Financial regulations
- Governance review
- Terms of reference
- Risk management

10. Information – to bring any other matters to the Council’s attention

11. Date of the next meeting – Monday 23rd June 2025

Appendix A



COMMITTEE MEMBERSHIP 2025-26

*** The Chairman and Vice-Chairman of the Council are ex-officio members of all committees.**

**** All councillors are substitute members on all committees and up to two may be called upon by the clerks in the event of known absences.**

LIBRARY COMMITTEE

1. Gary Fuller
2. Rosa Morris

ENVIRONMENT COMMITTEE

1. Kirsty Hogden
2. Susan Claris
3. Peter Hickman
4. Rosa Morris
5. Nicola South

FINANCE COMMITTEE

1. Michael Fitch
2. Gary Fuller
3. Simon Horton
4. Hazel Barrett

PLANNING

1. Hazel Barrett
2. Susan Claris
3. Michael Fitch
4. Peter Hickman
5. Simon Horton
6. Nicola South


SEA FESTIVAL & EVENTS COMMITTEE (Twinning)

1. Hazel Barrett
2. Rosa Morris

PERSONNEL

1. Gary Fuller
2. Simon Horton

Appendix B

SANDGATE PARISH COUNCIL SCHEDULE OF MEETINGS 2025/26 Commencing 6.30pm at Sandgate Parish Council Library James Morris Court, Sandgate High Street CT20 3RR		
<p style="text-align: center;"><u>Main Parish Council Meetings</u></p> <p><u>Usually</u> held on the <u>Fourth Monday</u> of each month (except August) at 6.30pm</p>		
2025 19th May (Annual Parish Meeting & Annual Parish Council Meeting) 23 rd June 28 th July 22 nd September 27 th October 24 th November 15 th December		2026 19 th January 23 rd February 23 rd March 27 th April
<p style="text-align: center;"><u>Finance Committee</u></p> <p><u>Usually</u> held on the <u>Third Monday</u> of every month (except August) at 6.30pm</p>		
2025 16 th June 21 st July 15 th September 20 th October 17 th November 8 th December		2026 5 th January 16 th February 16 th March 20 th April
<p style="text-align: center;"><u>Environment Committee Meetings</u></p> <p><u>Usually</u> held on the <u>Second Monday</u> of every other month at 6.30pm</p>		
2025 12 th May 14 th July 8 th September 10 th November		2026 12 th January 9 th March
<p style="text-align: center;"><u>Planning Committee</u></p> <p style="text-align: center;"><u>Meetings to take place as required</u></p>		
<p style="text-align: center;"><u>Library Committee</u></p> <p style="text-align: center;">Quarterly meetings on a schedule to be determined</p>		
<p style="text-align: center;"><u>Sea Festival Committee</u></p> <p style="text-align: center;"><u>Meetings to take place as required</u></p>		
<p style="text-align: center;"><u>Personnel Committee</u></p> <p style="text-align: center;"><u>Meetings to take place as required</u></p>		

