



SANDGATE ANNUAL PARISH COUNCIL MEETING

**Date: Time: Monday 18th May 2026 at 7.00pm
or at the Fall of the Annual Parish Meeting whichever is later
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 2026/7**
- 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 27th April 2026 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 2026-7

To agree the schedule of meetings of the Council and its committees for 2026-7 in Appendix B of this agenda.

9. Review and adoption of appropriate standing orders, financial regulations, other governance arrangements & other policies- <https://sandgate-pc.gov.uk/policies-and-procedures/>

To consider the following for approval

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

Policy documents regarding

- Code of conduct
- Scheme of delegation
- Attendance
- Security
- Unreasonable complaints policy

Privacy, Publication and Risk Management Policies

Other Policies:

- Lone working
- Value for Money
- Environmental
- GDPR
- Community Engagement
- Conservation Area
- Tree Policy Biodiversity Statement
- Arrangements for dealing with Code of Conduct complaints against councillors
- Procurement Policy

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

11. Date of the next meeting – Monday 22nd June 2026

Appendix A



COMMITTEE MEMBERSHIP 2026-27

*** 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
3. Hazel Barrett

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

SEA FESTIVAL & EVENTS COMMITTEE

(Twinning)


1. Hazel Barrett
2. Rosa Morris
3. Simon Horton

PERSONNEL

1. Gary Fuller
2. Simon Horton
3. Michael Fitch

Shepway Area Committee- Simon Horton

Appendix B

SANDGATE PARISH COUNCIL SCHEDULE OF MEETINGS 2026/7 Commencing 6.30pm at Sandgate Parish Council Library James Morris Court, Sandgate High Street CT20 3RR		
Main Parish Council Meetings <u>Usually</u> held on the <u>Fourth Monday</u> of each month (except August) at 6.30pm		
2026 18th May (Annual Parish Meeting & Annual Parish Council Meeting) 22nd June 27th July 21st September 26th October 23rd November 14th December	2027 25th January 22nd February 22nd March 26th April	
Finance Committee <u>Usually</u> held on the <u>Third Monday</u> of every month (except August) at 6.30pm		
2026 15th June 20th July 14th September 19th October 16th November 14th December	2027 18th January 15th February 15th March 19th April	
Environment Committee Meetings <u>Usually</u> held on the <u>Second Monday</u> of every other month at 6.30pm		
2026 11th May 13th July 7th September 9th November	2027 11th January 8th March	
Planning Committee <u>Meetings to take place as required</u>		
Library Committee Quarterly meetings on a schedule to be determined		
Sea Festival Committee <u>Meetings to take place as required</u>		
Personnel Committee <u>Meetings to take place as required</u>		

