

Cuckmere Valley Parish Council

www.cuckmerevalleypc.org.uk

Clerk: Julie O'Donnell
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12th May 2025

Councillors are hereby summoned to attend a Full Council Meeting of Cuckmere Valley Parish Council to be held on **Wednesday 20th May 2025**, at Litlington Village Hall, Litlington. This meeting will start at **7:00pm** and will be preceded by Public Questions from 6.50pm. An Ordinary Meeting of the Full Council will follow.

Please contact the Clerk if you are unable to attend.

Signed: *Julie O'Donnell* (Clerk to Cuckmere Valley Parish Council)

AGENDA

Annual Meeting

1. Election of Chairman
2. Election of Vice Chairman
3. Co-option
To receive the written application for the office of Parish Councillor and to Co-opt a candidate to fill the existing vacancy. The candidates will be given five minutes maximum to introduce themselves to members, give information on their background and experience and explain why they wish to become a member of Cuckmere Valley Parish Council. Where the Council wishes to discuss the merits of the candidate and their personal attributes the Council will resolve to exclude the members of the press and public.
4. To re-adopt the Code of Conduct
5. Register of Members' Interest
6. To adopt the Standing Orders and Financial Regulations as recommended by the National Association of Local Councils.
7. Apologies for absence
8. Approval of the Annual Governance and Accounting Return for the year to 31st March 2025
 - a. Approval of the Annual Governance Statement to 31st March 2025
 - b. Approval of the Accounting Statement to 31st March 2025
 - 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 2025-2026.
9. To approve the Parish Council's subscriptions to the following bodies;
 - a. Wealden District Association of Local Councils
 - b. East Sussex Association of Local Councils
 - c. Information Commissioner's Office
10. Appointment of Representatives to Outside Bodies
 - a. Wealden District Association of Local Councils (2 Councillors)
 - b. East Sussex Association of Local Councils (2 Councillors for AGM)
 - c. Cuckmere Community Bus
 - d. Verges for Wildlife
 - e. Tree Warden (3 representatives, one for each village)

- f. Police Liaison Committee
 - g. Cuckmere Flood Forum
11. To consider the following parish roles and responsibilities and appoint a Lead Councillor
- a. Highways
 - b. Footpaths & Bridleways
 - c. Planning
 - d. Finance
 - e. Environment

Ordinary Meeting

1. Chairman's welcome
2. Minutes of the Full Council Meeting held on 21st January 2025 to be approved and signed as a true record.
3. Clerk's Report on Matters arising from the Minutes (if any)
4. Minutes of the Parish Assembly held on the 15th April 2025 – for noting.
5. Report by the County and District Councillors on matters affecting the Parish.
6. Report from the South Downs National Park Representative
7. Reports by Parish Councillors
 - a. Cuckmere River and Estuary
 - b. Highways
 - c. Rights of Way
 - d. Public Transport
 - e. Planning – to consider any planning applications received for commenting on including any received after the agenda was published.
 - f. Any other report
8. To approve annual renewal with the current insurer for 2025-2026 at the same premium of £300 per annum.
9. Finances
 - a. To receive and approve the latest Finance Report including the Bank Reconciliation.
 - b. To agree the latest invoices for payment as listed in the Finance Report, including any contractual payments made outside of the meeting.
- 10. Date of next meeting of CVPC – Tuesday 16th July at All Saints Church, West Dean commencing at 7pm**