

To ALL MEMBERS OF THE TOWN COUNCIL

You are hereby summoned to attend the Annual Return Meeting of **Rye Town Council** to be held on **Monday 27 June 2022** at **The Town Hall, Rye, 6.30pm** when it is proposed to transact the business set out below.

27 PRAYERS

Prayers will be said by Martin Wimbush, Clerk – Rye Local Quaker Meeting.

28 APOLOGIES

To accept any apologies for absence.

29 CODE OF CONDUCT

To receive any declarations of interest required under the Council's Code of Conduct – and to consider any written applications made by Members to the Clerk for a dispensation to allow them to participate in, and vote on an agenda item for which they have a Disclosable Interest.

30 COUNCIL MINUTES**a) 2 May 2022 (C1 – Mayor Making)**

To consider amending the Minutes by inserting the following at the end of item 12 Mayor's Report:

The Mayor took the opportunity to congratulate Cllr Kirkham who would, this week, have served as a Rye Borough/Town Councillor for consecutive 50 years. Those present applauded this achievement.

b) Minutes 9 May 2022 (C2 - Committee Formation)

To approve - and to authorise the Chairman to sign - the Minutes of the meeting held on 9 May 2022 (C2 – Committee Formation).

31 COMMITTEE MINUTES

To receive and note the Draft Minutes (including any recommendations) of the meetings of the Planning & Townscape Committee held on 10 May 2021 (PT01), 23 May 2022 (PT02) and 6 June 2022 (PT03).

32 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN (AGAR) 2021-22 AND ANNUAL ACCOUNTS 2021-22

- To:
- (a)** Receive and consider the annual Risk Assessments (2022).
 - (b)** Receive and consider the reports of the Internal Auditor, Angela Alexander: report dated 18.6.22 and the Annual Internal Audit Report 2021-22 (within the AGAR).
 - (c)** Receive and consider the Review of Internal Controls 2022.
 - (d)** Receive and consider the updated Summary of Main Day-to-Day Financial Controls (as at 1.4.22).
 - (e)** Consider and approve the Annual Governance Statement 2021-22 (Section 1 of the AGAR).
 - (f)** Consider and approve the Town Council Accounts for 2021-22.
 - (g)** Consider and approve the Annual Accounting Statements 2021-22 (Section 2 of the AGAR).

- (h) Consider re-appointing the Internal Auditor, Angela Alexander (*budget provision 2022-23: £280*).
- (i) Approve the Internal Auditor's Terms of Reference for 2022-23.
- (j) Approve the draft Internal Audit Plan 2022-23. **Clerk**

33 IRON SALTS

To determine the Council's view on RDC's trial grass cutting regime (long grass with mown swathes). **Mayor**

34 67 NEW ROAD

To consider (again) funding work to address the problem of surface water from the Freda Gardham Playing Field site running into the garden of 67 New Road, occasionally resulting in serious flooding. Estimated cost: £7,000 + VAT. **Clerk**

35 CONFEDERATION OF THE CINQUE PORTS

To consider whether to re-join the Confederation and pay the subscription due for 2021 and 2022. **Mayor, Clerk**

36 EXCLUSION OF THE PUBLIC AND PRESS

Item 37 includes consideration of the terms of a contract (Tenancy Agreement) – and it is therefore recommended that the press and public be excluded in accordance with the Public Bodies (Admissions to Meetings) Act 1960 (1)(2).

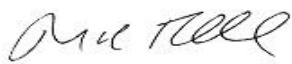
37 97 SOUTH UNDERCLIFF

To consider a request that the maximum occupancy term be extended. **Clerk**

ROBES WILL BE WORN

Supporting/Associated documents distributed with this agenda

30b) Council Minutes (C2) 31 P+T Minutes **32a)** Risk Assessments **32b)** Internal Audit Reports
32c) Review of Internal Controls **32d)** Summary of Main Day-to-Day Controls **32e)** Annual Governance Statement **32f)** Annual Accounts 2020-21 **32g)** Annual Accounting Statements
32i) Terms of Reference **32j)** Audit Plan **34** Briefing paper; Survey report **35** Briefing paper; Standing Committee Minutes



22 June 2022

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**MEETINGS OF RYE TOWN COUNCIL AND ITS COMMITTEES
 ARE OPEN TO THE PUBLIC**