

# St Helens Parish Council

Chairman: Cllr Jonathan Bacon Clerk: Jacky Matthews



Office of the Parish Clerk,  
Seaways, Eddington Road, St Helens, Ryde, Isle of Wight PO33 1XS.  
[clerk@sthelensiw.org.uk](mailto:clerk@sthelensiw.org.uk) [www.sthelensiw.org.uk](http://www.sthelensiw.org.uk) 01983 722575

## SUMMONS

You are hereby summoned to attend the **Annual General Meeting** of St Helens Parish Council,  
to be held on  
**Monday 13th May 2024 at 7pm in St Helens Pavilion,**  
for the purpose of transacting the following business.

The meeting will be followed by the Monthly Meeting of the Parish Council which will commence as soon as the Annual General Meeting has concluded.

Jacky Matthews,  
Clerk.

## AGENDA - ANNUAL GENERAL MEETING

- 01-24/25 APOLOGIES FOR ABSENCE**
- 02-24/25 DECLARATIONS OF INTERESTS and REQUESTS FOR DISPENSATION**  
(Members are reminded of the need to maintain their register of interests)
1. To invite Members to declare any pecuniary or other prejudicial interest they might have in the matters on this agenda (Members with pecuniary or prejudicial interests must leave the room for the relevant items);
  2. To receive requests for and, if appropriate, grant dispensation to take part in debate or decisions on items.
- 03-24/25 ELECTION OF CHAIR FOR 2024-25**  
Accept the Chairman's declaration of acceptance
- 04-24/25 ELECTION OF VICE CHAIR FOR 2024-25**  
Accept the Vice Chairman's declaration of acceptance
- 05-24/25 MINUTES**  
To approve & sign the minutes of the meeting held on Monday 15th May 2023
- 06-24/25 CHAIRMAN'S ANNUAL REPORT**

07-24/25

**PC MEETING DATES**

Agree dates for meetings in the forthcoming year, second Monday of Calendar month, no meeting in August. To be held in the Pavilion unless otherwise stated.

**2024**

- Monday June 10th
- Monday July 8th
- Monday September 9th
- Monday October 14th
- Monday November 11th
- Monday December 9th

**2025**

- Monday January 13th
- Monday February 10th
- Monday March 10th
- Monday April 14th
- Monday May 12th AGM

*APM to be decided*

08-24/25  
DOCUMENTS

**TO REVIEW, CONSIDER AMENDMENTS, AND APPROVE THE FOLLOWING COUNCIL**

- Standing Orders-
- Financial Regulations

**TO APPROVE AND SIGN**

- Asset Register
- Financial Risk Assessment

09-24/25

**COUNCILLORS AREAS OF RESPONSIBILITY**

Beach & Seafront	<i>Cllr SP</i>	<i>Cllr CH</i>	
Maintenance	<i>Cllr MC</i>		
Community Inc Village Volunteers	<i>Cllr JB</i>	<i>Cllr SE</i>	<i>Cllr AB</i>
Greens	<i>Cllr SP</i>		
Finance	<i>Cllr CH</i>	<i>Cllr GG</i>	
Planning	<i>Cllr SP</i>	<i>Cllr GG</i>	
Pavilion Management Committee	<i>All Councillors</i>		

10-24/25

**REPRESENTATIVES TO OUTSIDE BODIES**

Agree Councillor representatives with the following:

IWALC (Isle of Wight Association of Local Councils)	<i>Cllr JB</i>	<i>Cllr SE</i>	
BHAG (Bembridge Harbour Advisory Group)	<i>Cllr CH</i>	<i>Cllr MC</i>	
National Trust	<i>Cllr CH</i>		
St Helen Community Centre	<i>Cllr JB</i>	<i>Cllr PJ</i>	<i>JM</i>

## **AGENDA - MONTHLY PARISH MEETING**

**11-24/25 APOLOGIES**

**12-24/25 DECLARATIONS OF INTERESTS and REQUESTS FOR DISPENSATION**

(Members are reminded of the need to maintain their register of interests)  
To invite Members to declare any pecuniary or other prejudicial interest they might have in the matters on this agenda (Members with pecuniary or prejudicial interests must leave the room for the relevant items);

To receive requests for and if appropriate, grant dispensation to take part in debate or decisions on items.

**13-24/25 MINUTES**

To approve & sign the minutes of the meeting held on 8th April 2024

**14-24/25 PUBLIC PARTICIPATION - Standing Orders suspended**

Prior to Part 2 of the meeting there will be an opportunity of up to 15 minutes, if required, for members of the Public to make comments and to ask questions of the Council.

1. General Issues (15minutes)
2. On Matters below (15 minutes)

**15-24/25 CHAIRMAN'S ANNOUNCEMENTS**

**16-24/25 CLERK'S REPORT**

**17-24/25 BEACH & SEAFRONT**

Bins  
Greengym - Beach Litter Pick

**18-24/25 THE GREENS**

**19-24/25 FINANCE AND DATA PROTECTION**

- 1.To receive and approve the following documents for year ended 31.03.2024:  
Balance Sheet, Bank Reconciliation Statement, Receipt and Payment Summary together with supporting notes and statement
- 2.To receive and note the Internal Auditors Report for 2023/24
- 3.To approve Section 1 (Annual Governance Statement) of the Annual Return for year ended 31.03.2024
- 4.To approve Section 2 (Accounting Statements) of the Annual Return for year ended 31.03.2024
- 5.End of April balance & bank statement shown and signed.
- 6.Monthly Income & Expense report shared with Cllr
- 7.Receipt & Payment Summary

- 20-24/25      APPLICATIONS MADE TO THE PLANNING AUTHORITY**  
24/00617/TW | G1; Cypress - Remove, Eddington Manor Eddington Road,  
St Helens Ryde Isle Of Wight PO33 1XS
- 21-24/25      NOTIFICATIONS RECEIVED FROM THE PLANNING AUTHORITY**
- 22-24/25      WARD COUNCILLOR REPORT**
- 23-24/25      OPEN QUESTION TIME**
- 24-24/25      DATE OF NEXT MEETINGS**

**Annual Parish Meeting - Monday 20th May 7pm St Helens Community Centre**

**PC Meeting - Monday 10th June 2024 7pm - Pavilion**