

# Burwash Parish Council

## Full Council Meeting July 2020

Burwash Parish Councillors are hereby summoned, and notice given that a Full Council **Virtual Meeting** of Burwash Parish Council will be held on Tuesday 8<sup>th</sup> September 2020 at 7pm. Please note this Virtual Meeting will be conducted using Zoom and will be recorded.

*Emma Neil*

3<sup>rd</sup> September 2020

Emma Neil – Clerk & RFO

Tel: 07375 809 660 Email: [parishclerk@burwashpc.org.uk](mailto:parishclerk@burwashpc.org.uk)

Address: Burwash Parish Council, Parish Office, High Street, Burwash TN19 7EU

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## A G E N D A for Tuesday 8<sup>th</sup> September 2020

**For information:** Due to the coronavirus and to protect our members and the community, in person meetings are not taking place until further notice. Members of the press and the public are welcome to attend the first part of the meeting comment and express their opinions in the public time at the start of the meeting. If you wish to participate please send your email address to the Clerk, Emma Neil ([parishclerk@burwashpc.org.uk](mailto:parishclerk@burwashpc.org.uk)) a minimum of 1 day ahead, in order that they may be given the online access codes for the meeting.

It would also help if you let the Clerk know about your query before the meeting. 15 minutes will be allocated at the beginning of the meeting for public questions. Please note that this meeting will be recorded.

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### 1. Public Time.

### 2. Apologies for Absence.

### 3. Disclosures of Interest.

To receive any disclosures by Members of personal interests in matters on the agenda, the nature of any such interest and whether the Member regards the interest as a disclosable pecuniary interest under the terms of the Code of Conduct.

### 4. Co-Option of Potential Councillor.

Council to consider the submitted CV of Antonia Staplyton-Smith and are recommended to **RESOLVE** to co-opt as a Councillor.

### 5. Reports from District & County Councillors.

Cllr. John Barnes & Cllr. Eleanor Kirby-Green to verbally update Council on items of change or importance.

### 6. Accuracy of the minutes of the previous meeting.

To receive and approve the draft minutes of the Full Council meeting held on 11-08-20.

## **7. The Neighbourhood Plan. (Standing Item)**

Councillors to receive a verbal update on the plan its status and next steps.

## **8. Finance Committee.**

Cllr. Franklin is invited to give a verbal update on Finance & Administration issues.

Members of the Finance Committee recommend requested to accept the minutes of the meeting dated 03-09-20.

Full Council requested to **RESOLVE** to accept the minutes of the meeting dated 03-09-20.

Members of the Finance Committee recommend Full Council **RESOLVE** to adopt the following documents:

- a. Resolutions from 03-09-20:
  - i. Committee recommend that Council **RESOLVE** to agree to the expenditure of £600 inc VAT for the Burwash Common & Weald feasibility study.
- b. Bank statement as at 31-08-20.
- c. Income & Expenditure statement as at 31-08-20.
- d. Bank Reconciliation as at 31-08-20.
- e. Statutory Balance Sheet.
- f. Payments schedule as at 03-09-20.
- g. Equals Card expenditure statement as at 03-09-20.
- h. Clerk's report on switching energy supplier.

## **9. Planning Committee.**

Cllr. Rees is invited to give a verbal update on Planning issues.

Members of the Planning Committee requested to **RESOLVE** to accept the minutes of the meeting dated 17-08-20 & 28-08-20.

Full Council requested to **RESOLVE** to adopt the minutes of the meeting dated 17-08-20 & 28-08-20.

- a. Members of the Planning Committee request that the Full Council **RESOLVE** to agree and adopt the paper submitted by Cllr. Newson on The Glebe development.
- b. Update on extension of the conservation boundary working party with Save Our Fields.
- c. Update on the new planning laws & Rother's local plan, the effect on the Parish Council and point forward.

## **10. Community & Communications Working Party.**

Cllr. Newman is invited to give a verbal update on Community & Communications issues.

Member of the Community & Communications Working Party are requested to accept the minutes of the meeting dated 01-09-20.

Full Council requested to **RESOLVE** to adopt the minutes of the meeting dated 01-09-20.

- a. Full Council requested to **RESOLVE** to agree the format and wording of the proposed Parish Letter.
- b. Cllr. Newman to update Full Council on the status of the flagpole.

## **11. Environment & Maintenance Working Party.**

Cllrs. Kenny & Newson are invited to give a verbal update on Environment & Maintenance issues.

Members of the Environment & Maintenance working party requested to **RESOLVE** to accept the minutes of the meeting dated 02-08-20.

Full Council requested to **RESOLVE** to adopt the minutes of the meeting dated 02-08-20.

- a. Update on footpaths.
- b. Update on High Weald pilot.

**12. Traffic & Transport Working Party.**

Cllr. Franklin is invited to give a verbal update on Traffic & Transport issues.

Members of the Traffic & Transport working party requested to **RESOLVE** to accept the minutes of the meeting dated 01-09-20.

Full Council requested to **RESOLVE** to adopt the minutes of the meeting dated 01-09-20.

- a. Members of the working party request that Full Council **RESOLVE** to agree the expenditure of £500 + VAT for the Burwash Common & Weald feasibility study.
- b. Car Park Transfer – Councillors to consider the current offer from Rother and **RESOLVE** to agree a response.
- c. 20mph speed limit update – verbal update.
- d. Business Plan & Match Funding – verbal update

**13. Business Plan Review.**

Councillors to review the Council business plan with and discuss budgeting requirements for 2021/2020.

**14. Defibrillator Warranty & Replacement.**

Councillors to discuss and agree the replacement of the defibrillator located at Burwash Village Hall.

Swap scheme potentially available with an estimated cost of £650.00 + VAT.

**15. Internet Room & Help Facility.**

Councillors to note the closure of the internet help facility at the Parish Rooms and discuss the next steps in providing IT solutions.

**16. Policies & Procedures.**

No policies for review this month.

**17. Correspondence to the Clerk.**

See attached report.

**18. Councillor Vacancies.**

Update for Full Council on vacancies and advertising of vacancies.

**19. Items for noting or including on the future agenda.**

**20. Date of next meeting.**

Tuesday 13<sup>th</sup> October 2020 – 7pm.