

# Burwash Parish Council

## Full Council Meeting October 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 13<sup>th</sup> October 2020 at 7pm. Please note this Virtual Meeting will be conducted using Zoom and will be recorded.

*Emma Neil*

7<sup>th</sup> October 2020

Emma Neil – Clerk & RFO

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## A G E N D A for Tuesday 13<sup>th</sup> October 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. Reports from District & County Councillors.**

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

**5. Accuracy of the minutes of the previous meeting.**

To receive and approve the draft minutes of the Full Council meeting held on 08-09-20.

**6. The Neighbourhood Plan. (Standing Item)**

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

## 7. 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 05-10-20.

Full Council requested to **RESOLVE** to accept the minutes of the meeting dated 05-10-20.

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

- a. Resolutions from 05-10-20:
  - i. Quotation of £594.00 From Orchard Landscapes to cut and remove cuttings from Down Meadow.
  - ii. Movement of core and earmarked reserves into an alternative bank account.
  - iii. Grant applications from Jane Coleman School of Dance (£200.00) and Burwash Musical Theatre (£250.00).
- b. Bank statement as at 30-09-20.
- c. Income & Expenditure statement as at 30-09-20.
- d. Bank Reconciliation as at 30-09-20.
- e. Statutory Balance Sheet.
- f. Payments schedule as at 05-10-20.
- g. Equals Card expenditure statement as at 05-10-20.

## 8. 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 21-09-20 & 01-10-20.

Full Council requested to **RESOLVE** to adopt the minutes of the meeting dated 21-09-20 & 01-10-20.

Full Council requested to **RESOLVE** to adopt the following resolutions:

- a. Planning for the Future – White Paper – formal response from BPC complied by Cllr. Newson.
- b. Land Reform – formal response from working party.

## 9. 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 06-10-20.

Full Council requested to **RESOLVE** to adopt the minutes of the meeting dated 06-10-20.

- a. Cllrs. Newman and Caulkin to update Full Council on website accessibility and the effect on the new website.
- b. Update on Remembrance Sunday plans.

## 10. 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 12-10-20.

Full Council requested to **RESOLVE** to adopt the minutes of the meeting dated 12-10-20.

#### **11. 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 05-10-20.

Full Council requested to **RESOLVE** to adopt the minutes of the meeting dated 05-10-20.

- a. Councillors are requested to volunteer to take over the Chair position for this working party moving forward.
- b. Members of the working party request that Full Council **RESOLVE** to agree the proposed business plan being submitted for the 20mph Community Match Funding to ESCC Highways.
- c. Car Park Transfer – Councillors agree the outline proposal being considered by Rother District Council regarding the latest meeting on the car park transfer.

#### **12. Budget 2021/22 & Business Plans.**

Councillors to discuss each committee & working party with a view to outlining the proposed expenditure required for the 2021/22 budget.

Councillors to review the proposed first draft of the 2021/22 budget.

#### **13. Policies & Procedures.**

Councillors to **RESOLVE** to agree the following policies:

- a. Standing Orders 2020.
- b. Environment Policy.

#### **14. Correspondence to the Clerk.**

See attached report.

#### **15. Councillor Vacancies.**

- Update for Full Council on vacancies and advertising of vacancies.
- Councillors to decide on a link Councillor for The National Trust.

#### **16. Items for noting or including on the future agenda.**

#### **17. Date of next meeting.**

Tuesday 10<sup>th</sup> November 2020 – 7pm.