

# Burwash Parish Council

## Full Council Meeting 9<sup>th</sup> March 2021

Burwash Parish Councillors are hereby summoned, and notice given that a Full Council **Virtual Meeting** of Burwash Parish Council will be held on Tuesday 9<sup>th</sup> March 2021 at 7pm. Please note this Virtual Meeting will be conducted using Zoom and will be recorded.

*Emma Neil*

2<sup>nd</sup> March 2021

Emma Neil – Clerk & RFO

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## A G E N D A for Tuesday 9<sup>th</sup> March 2021

**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 meeting and comment and express their opinions in the public time at the start of the meeting. If you wish to attend the details for the meeting are:

**Join Zoom Meeting:**

<https://zoom.us/j/98598846923?pwd=M3J5UGxnNG51VGFsQmV2dEF6ckI5QT09>

**Meeting ID:** 985 9884 6923

**Passcode:** 146942

Please let the Clerk know about your question 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 New Parish Councillor - Ballot**

Councillors to vote on the 2 current casual vacancy positions.

**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 09-02-21.

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

Council requested to **RESOLVE** to agree the proposed responses to the examiner as outlined in the accompanying report to Council.

### 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 02-03-21.

Full Council requested to **RESOLVE** to *adopt* the minutes of the meeting dated 02-03-21.

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

- a. **RESOLVE** to discuss the risk involved on Council bank accounts being held at the same bank when the FSA's insured limit is exceeded.
- b. **RESOLVE** to agree to the proposed new realignment of EMR.
- c. Bank statement as at 28-02-21.
- d. Income & Expenditure statement as at 28-02-21.
- e. Bank Reconciliation as at 28-02-21.
- f. Statutory Balance Sheet.
- g. Payments schedule as at 28-02-21.
- h. Equals Card expenditure statement as at 28-02-21.

### 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 08-03-21.

Full Council requested to **RESOLVE** to *adopt* the minutes of the meeting dated 08-03-21.

#### **Resolutions to be confirmed.**

- a. Feedback on Planning focus group. Cllr. Anne. Newson.
- b. Feedback on Strand Meadow Reserved Matters refused application and planning process.

### 10. Community & Communications Working Party.

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

Members of the Community & Communications working party requested to **RESOLVE** to *accept* the minutes dated 18-02-21.

Full Council requested to **RESOLVE** to *adopt* the minutes of the meeting dated 18-02-21.

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

- i. The launch of the new Parish Facebook page.
- ii. The delegation of arrangements regarding Operation Forth & London Bridge to the Clerk.

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### 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 dated 16-02-21. Full Council requested to **RESOLVE** to *adopt* the minutes of the meeting dated 16-02-21.

No resolutions for Full Council.

### 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 03-03-21.

Full Council requested to **RESOLVE** to *adopt* the minutes of the meeting dated 03-03-21.

Full Council requested to **RESOLVE** to agree the adoption of a national 'Quiet Lanes' sign and policy.

Council to receive an update on the following:

- a. Village gate design competition.
- b. Spring Lane/Network Rail issues.

### 13. Policies & Procedures.

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

- a. Staff Code of Conduct.
- b. Data Protection Policy.

### 14. Clerk's Correspondence.

Clerk to provide a report to Council on all correspondence received since the last meeting.

### 15. Remote Meetings Policy.

Council to discuss the end of the remote meetings legislation on 7<sup>th</sup> May and **RESOLVE** how the Council should meet. Council to take into account demographic of attendees and additional risks to returning to face-to-face meetings.

### 16. Allotments/Parish Land.

Full Council to **RESOLVE** to agree a policy on the land behind the Parish Huts in relation to the current agreement in place and points moving forward.

### 17. Items for noting or including on the future agenda.

### 18. Date of next meeting.

Tuesday 13<sup>th</sup> April 2021 – 7pm.

**ENDS**