

Burwash Parish Council

Full Council Meeting 9th November 2021

Burwash Parish Councillors are hereby summoned, and notice given that a Full Council Meeting of Burwash Parish Council will be held on Tuesday 9th November 2021 at **6.30pm**. Please note this meeting will be held at the Parish Council Rooms in Burwash Village.

Emma Neil

3rd November 2021

Emma Neil – Clerk & RFO

Tel: 07375 809 660 Email: parishclerk@burwashpc.org.uk

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

A G E N D A for Tuesday 9th November 2021

For Information Only: This meeting will be a face-to-face meeting following the current Government guidelines. Members of the Public and Press are welcome and encouraged to attend. Due to space requirements, we are operating a booking system. If you would like to attend this meeting, please email the Clerk on parishclerk@burwashpc.org.uk to book and confirm your place at least 24hrs before the meeting.

We are also requesting all attendees to this meeting confirm a negative lateral flow test before attending the meeting.

The Parish Council are allowing for an additional 30 minutes of public time at this meeting to discuss the public toilets and the car park.

If you have a question for Councillors, please contact the Clerk to submit the question. Only items on the agenda below will form the basis of discussion and transaction of business. Anything received post the agenda being published will be included on the next committee agenda.

1. Public Time – 30 minutes.

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. Additional Agenda Items.

To consider such other items as the Chairman decides are urgent and due notice of which has been given to the Clerk by 12 noon on the day preceding the meeting.

5. Reports from District & County Councillors.

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

Burwash Parish Council

Full Council Meeting 9th November 2021

6. Accuracy of the minutes of the previous meeting.

Councillors to receive and **RESOLVE** to adopt the draft minutes of the Full Council meeting held on 12-10-21.

7. The Neighbourhood Plan. (Standing Item)

Council to receive an update on the latest status of the judicial review.

8. Car Park Working Party.

Cllr. Franklin to give an update on the first Car Park working party meeting.

Members of the Car Park Working Party are requested to *accept* the minutes of the meeting dated 14-10-21.

Full Council requested to **RESOLVE** to *adopt* the minutes of the meeting dated 14-10-21.

Full Council requested to **RESOLVE** to *adopt* the agreed terms of reference for the Car Park Working Party.

Full Council are requested to **RESOLVE** to confirm the intention of the Parish Council to take over the car park.

9. Finance & Administration Committee.

Cllr. Franklin to give an update on Finance & Administration issues.

Members of the Finance Committee are requested to *accept* the minutes of the meeting dated 05-10-21.

Full Council requested to **RESOLVE** to *adopt* the minutes of the meeting dated 05-10-21.

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

- a. **RESOLVE** to adopt the bank statements as at 31-10-21.
- b. **RESOLVE** to adopt the income & expenditure statements as at 31-10-21.
- c. **RESOLVE** to adopt the bank reconciliation as at 31-10-21.
- d. **RESOLVE** to adopt the statutory balance sheet.
- e. **RESOLVE** to adopt the payments schedules as at 31-10-21.
- f. **RESOLVE** to adopt the Equals Card expenditure statements as at 31-10-21.
- g. **RESOLVE** to agree the full grant payment to Burwash Primary School for the installation of a defibrillator. Cost £657.50.
- h. **RESOLVE** to agree the proposed 20% increase to the precept and the submitted budget for 2022/23.

10. Planning Committee.

Cllr. Stapyhton-Smith to give an update on Planning issues.

Members of the Planning Committee requested to **RESOLVE** to *accept* the minutes of the meeting dated 01-11-21.

Full Council requested to **RESOLVE** to *adopt* the minutes of the meeting dated 01-11-21.

11. Community & Communications Working Party.

Cllr. Newman to give an update on Community & Communications issues.

No meeting has taken place since the last Full Council meeting.

Burwash Parish Council

Full Council Meeting 9th November 2021

12. Environment & Maintenance Working Party.

Cllr. Kenny to give a verbal update on Environment & Maintenance issues.

Members of the Environment & Maintenance working party requested to **RESOLVE** to *accept* the minutes dated 21-10-21.

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

Full Council requested to **RESOLVE** to *adopt* the terms of reference for the Environment & Maintenance working party.

Full Council requested to **RESOLVE** to work with neighbouring parishes in East Sussex. Councillors to discuss points moving forward and sharing of workload.

13. Traffic & Transport Working Party.

Cllr. Franklin to give an update on Traffic & Transport issues.

Members of the Traffic & Transport working party requested to **RESOLVE** to *accept* the minutes of the meeting dated 08-11-21.

Full Council requested to **RESOLVE** to *adopt* the minutes of the meeting dated 08-11-21.

- i. Councillors are minded to note the successful application for Community Match Funding regarding the 20mph speed limit in the high street.

14. HR Committee.

Cllr. Franklin to give an update on HR issues.

Full Council requested to **RESOLVE** to adopt the decision at the meeting prior to Full Council.

15. Policies & Procedures.

No policies to approve.

16. Business Plan/Projects & Budget for 2022-23.

Councillors to consider the suggested budget and **RESOLVE** to confirm the precept decision for 2022-23.

17. Clerk's Correspondence.

- i. Optivo maintenance Hornbeam.
- ii. Christmas lights.
- iii. St Bartholomews Christmas tree festival.
- iv. Update on Burwash festive evening.
- v. ESCC mobile testing unit trial 15th November 2021.
- vi. Handyperson update.

18. Items for noting or including on the future agenda.

19. Date of next meeting.

Tuesday 14th December 2021 – 7pm – Burwash Parish Rooms.

ENDS