

Burwash Parish Council

Full Council Meeting 9th January 2024

Burwash Parish Councillors are hereby notified that a meeting of the Full Council of Burwash Parish Council will be held on Tuesday 9th January 2024 at **7.00pm** at the Parish Rooms, Burwash.

Emma Neil

3rd January 2024

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 9th January 2024

For Information Only: Members of the Public and Press are welcome and encouraged to attend. There is no need to book to attend the meeting, everyone is welcome. There is public time at the beginning of the meeting where everyone has a chance to speak. Once the meeting has started, members of the public cannot speak, unless the meeting is paused by the Chair.

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 advice. Anything received post the agenda being published will be included on the next agenda for discussion. To contact the Clerk about a question please email parishclerk@burwashpc.org.uk.

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

5. Accuracy of the minutes of the previous meeting.

Councillors to receive and **RESOLVE** to adopt the minutes of the Full Council Meeting held on 12-12-23 as an accurate record of the meeting.

6. Finance & Administration Committee.

Members of Full Council are requested to **RESOLVE** to *adopt* the following documents:

6.1 RESOLVE to adopt the bank statements for December 2023.

6.2 RESOLVE to adopt the income & expenditure statements for December 2023.

6.3 RESOLVE to adopt the bank reconciliations for December 2023.

6.4 RESOLVE to adopt the statutory balance sheet.

6.5 RESOLVE to adopt the payments schedule as at 31-12-23.

6.6 RESOLVE to agree to reinstating the separate Finance & Administration Committee.

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7. Business Plan 2024-2027.

Councillors to review the submitted business plan and **RESOLVE** to adopt the plan & it's financial premise for the next 3 years.

8. Parish Priority Survey Results.

8.1 Councillors to discuss and **RESOLVE** to agree steps moving forward to conduct a comprehensive parish wide survey.

9. Planning Committee.

9.1 Members of the Planning Committee **RESOLVE** to agree that the minutes of the meeting dated 04-01-24 are an accurate record of the meeting.

9.2 Councillors **RESOLVE** to adopt the minutes as above.

9.3 Councillors **RESOLVE** to agree the final comments in respect of additional information available for application RR/2023/2419: Overshaw, Batemans Lane, Burwash, TN19 7DT.

[To view the application please click here.](#)

10. Community & Events Working Party.

10.1 Councillors to note that the next meeting is scheduled for 18-01-24.

11. Environment & Maintenance Working Party.

11.1 Councillors to note that the next meeting is scheduled for 11-01-24.

12. Traffic & Transport Working Party.

12.1 Councillors to note that the next meeting is scheduled for 06-02-24.

12.2 Cllr. Franklin to provide an update on the GTA Civils costing and proposal for the 20mph speed limit on the high street.

12.3 Councillors **RESOLVE** to agree to pursuing the 20mph speed limit for the high street through the section 278 license and with GTA Civils.

12.4 Cllr. Franklin to update Councillors on the progress of the feasibility study for School Hill safety.

12.5 Councillors **RESOLVE** to agree to the 3 speed surveys requested by Highways for the proposed A265 speed limit change near Burnt House Farm. Cost approximately £1,800.

13. Young Parishioners Working Party.

13.1 Cllr. Crabtree to provide an update on the new 'Friday in the Field' initiative.

14. Public Toilets Refurbishment.

14.1 Clerk to update Councillors on the recent meeting with the chosen construction company.

14.2 Councillors **RESOLVE** to review & agree the schedule and timelines involved.

15. Car Park.

15.1 Clerk to provide an update on the works on the lights in the car park.

15.2 Councillors **RESOLVE** to note the permission from RDC to cut back the trees.

15.3 Councillors **RESOLVE** to agree the quotation of £3,000.00 for the associated tree works.

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- 15.3** Councillors to review the presentation from Believ E Charging and **RESOLVE** to agree the next steps. [To view the presentation please click here.](#)

16. Village Hall.

- 16.1** Clerk to give a verbal update to Councillors on the progress of the Village Hall custodian trustee status.

17. Policies & Risk Assessments.

- 17.1** Councillors to **RESOLVE** to review and agree to adopt the submitted vexatious policy for Burwash Parish Council.

18. Community Hub Project Update.

- 18.1** Clerk to update Councillors on the status of the planned Community Hub and **RESOLVE** to agree steps moving forward.

19. Clerk's Correspondence.

- 19.1** Clerk to provide a verbal update on recent correspondence to the Clerk.
- 19.1.1** Emails received.
 - 19.1.2** Fibre broadband project – Spring Lane / Batemans Lane.
 - 19.1.3** Memorial bench requests: one for David & Jane Vereker & one for a former Burwash resident.

20. East Sussex Local Transport Plan Consultation.

- 20.1** Councillors to **RESOLVE** to review and agree the formal response to the consultation plan for local transport in East Sussex. [Local Transport Plan 4 \(2024-2050\) - East Sussex - Citizen Space](#)

21. Standards & Procedural Complaints regarding planning application ref: RR/2022/840/P & RR/2022/2690.

Due to the nature of the business being disclosed, Full Council are requested to **RESOLVE** to exclude members of the public and press for this item under the Public Bodies (Admission to Meetings) Act 1960. This is a closed session.

22. Down Meadow.

Due to the nature of the business being disclosed, Full Council are requested to **RESOLVE** to exclude members of the public and press for this item under the Public Bodies (Admission to Meetings) Act 1960. This is a closed session.

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

24. Date of next meeting.

Tuesday 13th February 2024 – 7pm – Burwash Parish Rooms.

ENDS