

WARBLETON PARISH COUNCIL

To the Members of Warbleton Parish Council

You are summoned to attend a meeting of **WARBLETON PARISH COUNCIL** to be held at the **Dunn Village Hall** on **Thursday 29th September 2022 at 7pm** when it is proposed to transact the following business:



Jackie Cottrell
Parish Clerk
20th September 2022

1. APOLOGIES

2. DECLARATIONS OF INTEREST

- 2.1. Councillors are reminded to declare any interests on any items on this agenda in accordance with Warbleton Parish Council's Code of Conduct

3. MINUTES - Resolution required 3.1

- 3.1. To **resolve** that the minutes of the ASM meeting held on 14th July 2022 be taken as read, confirmed as a correct record and signed by the Chairman
- 3.2. Matters arising from the minutes not covered on the agenda

4. PUBLIC PARTICIPATION

- 4.1. Up to fifteen minutes will be available for the public to make representations, answer questions or give evidence in respect of any item of business included in the agenda, in accordance with Standing Orders.

5. REPORTS

- 5.1. To **receive** reports from District and County Councillors
- 5.2. To **receive** reports from PCSO Catherine Gilling
- 5.3. To **receive** reports from Parish Councillors
- 5.4. To **receive** reports from the Parish Clerk

6. COMMITTEE MINUTES

- 6.1. To **receive** the acts and proceedings of the following committee meetings:
 - (a) SLR – 26th April 2022
 - (b) Environment – 19th July 2022
 - (c) Planning & Development – 2nd August 2022
 - (d) Planning & Development – 23rd August 2022
 - (e) F&GP – 6th September 2022
 - (f) Planning & Development – 26th September

7. FINANCE - Resolution required 7.2.,7.4.,7.6.

- 7.1. To note bills that have been paid under the delegated authority to the Clerk (see report below)
- 7.2. To authorize the bills for payment (see report below)
- 7.3. To note the Finance Reports, bank reconciliation and budget monitor for July and August 2022
- 7.4. To resolve the appointment of the Internal Auditor for the financial

year 2022/23 recommended by the F&GP Committee

7.5. To note and discuss the response from the External Auditor to the 2021/22 AGAR 3 return

7.6. To RESOLVE to opt in or out to the SAAA central auditor appointment

7.7. To note the CIL Monitoring Return 2021/22

8. INSURANCE – Resolution required 8.1.

8.1. To consider and agree an insurance renewal quotation

9. OSBORNE HOUSE CLOCK QUOTATION – Resolution required 9.1.

9.1 To agree the Environment Committee's recommendation for a basic one-off service completed by Twaites & Reed

10. RUSLAKE GREEN VILLAGE SIGN – Resolution required 10.1.

10.1. To agree the quotation for the repair work and repainting of the Rushlake Green Village Sign

11. URBAN GRASS CUTTING – Resolution required 11.1. & 11.2.

11.1. To consider and agree on feedback to be submitted to ESCC regarding the 2022 rural grass cutting trial

11.2. To consider and agree an option from ESCC for the urban grass cutting service for 2023

12. TO CONSIDER SIGNAGE FOR THE NEW DIFIBRILATOR LOCATION – Resolution required 12.1

12.1 To agree a budget for signage for the new defibrillator location

13. TO AGREE THE CILS COMMITTEE'S RECOMMENDATIONS FOR PICNIC BENCHES ON RUSHLAKE GREEN VILLAGE GREEN – Resolution required

14. BOOKING FOR RUSHLAKE GREEN VILLAGE GREEN – Resolution required 14.1.

14.1. To review and agree The Rudes requested booking for Sunday 25th June 2023

15. TO REVIEW AND AGREE THE PROPOSED MEETING DATES FOR 2023 / 24– Resolution required

16. ELECTION OF CIL COMMITTEE CHAIRMAN – Resolution required

17. TO AGREE TWO PARISH COUNCILLOR REPRESENTATIVES FOR THE ESALC AGM

18. WHITE HORSE PUB UPDATE

19. DEFIBRILLATOR UPDATE

20. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING and/or INCLUSION ON A FUTURE AGENDA

21. DATE OF NEXT MEETING

Thursday 17th November, Bodle Street Green Village Hall at 7pm

22. EXCLUSION OF PRESS AND PUBLIC (resolution 22.1)

22.1 To consider whether to exclude the Press and Public from the meeting during consideration of the following items pursuant to Section 1(2) of the Public Bodies

(Admission to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted

23. STAFF MATTERS (RESOLUTION 23.1)

23.1 To agree any proposed changes to the remuneration and contracted hours of the Parish Clerk recommended by the F&GP Committee

7.1.To note bills that have been paid under the delegated authority to the Clerk

Cheque No/BACS No	Payee	£	VAT	£ Total	Purpose
32	Jackie Cottrell				Clerk Salary – August 2022
33	HMRC	77.03		77.03	HMRC payment 6.8.2022-5.9.2022
34	Jackie Cottrell	9.99		9.99	Printing costs 18.6.2022-17.7.2022
35	Jackie Cottrell	50.00		50.00	Misc – Ex councillor expenses
36	James Todd & Co	20.00	4.00	24.00	July payroll fee – inv 54374
37	Orchard Landscapes	1399.34	279.87	1679.21	Grounds maintenance contract inv 1562

7.2.To authorize the bills for payment

Cheque No/BACS No	Payee	£	VAT	£ Total	Purpose
38	Jackie Cottrell				Clerk Salary – September 2022
39	HMRC	62.40		62.40	HMRC 6.9.2022-5-10-2022
40	Jackie Cottrell	9.99		9.99	Printing costs 18.7.2022-17.8.2022
41	James Todd & Co	20.00	4.00	24.00	August payroll fee inv 55306
42	The Big Lunch	200.00		200.00	Deposit repaid event held 5.6.22
43	PKF Littlejohn LLP	200.00	40.00	240.00	External audit costs Inv

					SB20221343
44	Bodle streen green pcc	350.00		350.00	Grant payment – approved Jan 22 FC – invoices received
45	Warbleton pcc	350.00		350.00	Grant payment -approved Jan 22 FC - Subject to receipt of invoices
46	Wealden District Council	65.00	13.00	78.00	Dog bin emptying charges 1.7.2022- 30.9.2022 Inv 70060486
47	Dunn Village Hall	450.00		450.00	50% payment of approved grant FC Jan 22
48	Bodle Street Green Village Hall	450.00		450.00	50% payment of approved grant FC Jan 22
49	Warbleton & District Horticultural & Poultry Society	200.00		200.00	50% payment of approved grant – Resolved at F&GP meeting 9.9.2021
51	Clerk - Flitterbrook flowers	50.00		50.00	Flowers for the Queen
52	Clerk – Trading 4 U	3.49		3.49	Black picture frame
53	Clerk – Trading 4U	15.99		15.99	Black tablecloth
54	Clerk – Amazon and All Wrapped Up	37.98		37.98	2 X Condolence books

