

WARBLETON PARISH COUNCIL

www.warbletonparishcouncil.co.uk

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Members of Warbleton Parish Council are summoned to the Parish Council meeting to be held on Thursday 24 October 2024 at 7pm in Dunn Village Hall, Rushlake Green.

The meeting is open to members of public & press who are welcome to attend, unless the council otherwise resolve to enter private session when public & press are excluded.

Signed: *Jeanne E Peterson*
Clerk to Warbleton Parish Council

AGENDA

- 1. Attendance & apologies for absence: resolution required to note apologies**
- 2. Declarations of Interest**
Councillors are reminded to declare their 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 Meeting of the Council held on 26 September 2024 be taken as read, and 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**
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 on the agenda, in accordance with Standing Orders.
- 5. Reports – those noted as circulated will be taken as read. Resolution required 5.4i**
 - 5.1 To receive reports from County Councillor as circulated
 - 5.2 To receive reports from District Councillors
 - 5.3 To receive report from PCSO
 - 5.4 To receive reports from Parish Councillors
 - i. Feedback from the Framfield PC initiated joint parish council's meeting on issues relating to Highways. To agree that WPC will continue to attend the group meetings and will as necessary consider being a joint signatory on any representation subject to council approval.
 - 5.5 Clerk's Report (on items not included on the agenda) as circulated
- 6. Committee reports**
 - 6.1 To receive proceedings of the following committee meetings:
 - i. Planning & Development – 08.10.2024 draft minutes have been circulated.
 - ii. Staffing Committee – 26.09.2024 notes have been circulated and will be discussed under Item 11.3
- 7. Finance: resolutions required 7.1 & 7.2**
 - 7.1 To authorise the bills for payment (October 2024 payment list circulated)
 - 7.2 To approve the Finance Reports at 30 August 2024; bank reconciliation, budget monitor and reserve movements (reports circulated)
 - 7.3 To consider the initial draft Budget notes 2025/26 as circulated, and contribute any suggestions for inclusion to be considered at the November council meeting.

8. Warbleton Emergency & Resilience Planning: resolution required 8.1 & 8.2 if quotes available

- 8.1 Electrical work: To receive further quotes if available on the installation of change-over switches at the parish halls and agree the next steps.
- 8.2 Spring Hill Well: To receive quotes for the full analysis testing of the water as agreed at the September council meeting and consider the next steps.

9. Water Pollution Rushlake Green

To receive an update from the ongoing investigation by Warbleton Parish Council into the apparent water pollution at Rushlake Green from the sewage plant at Back Lane.

10. VE Day commemoration May 2025: resolution required 10.1 & 10.2

- 10.1 To agree in principle, subject to any relevant planning approval, to hold a commemorative beacon on Rushlake Green in celebration of VE Day.
- 10.2 To note any information available on the planning process for such an event and instruct the clerk to take any further actions.

11. Highways maintenance: resolution required 11.1

- 11.1 To note that a SLR meeting took place on 1 October 2024. WPC had documented and provided clear pictures and locations of problem areas which was well received. The council is asked to consider and agree whether to do a more routine check (monthly or quarterly) so that issues can be monitored and reported on a more regular basis. This task could be rotated.
- 11.2 To receive an update regarding the application process for a temporary transfer of responsibility from ESCC to WPC for the management of parish hedgerows, and agree the next steps – ESCC Highways have confirmed that this is categorically not an option.

12. Exclusion of press and public: resolution required 12.1

- 12.1 To consider whether to exclude the Press and Public from the meeting during consideration of the following items 12.2 and 12.3 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 exempt nature of the business to be transacted due to legal and confidential considerations.
- 12.2 To consider the Council's legal position regarding planning application WD/2023/2974/F Osborne House, Rookery Lane, Rushlake Green, pursuant to its ownership of forefront car park and adjacent land areas and access to building works.
- 12.3 To receive a report from the Staffing Committee regarding the Clerk's Terms & Conditions of Employment.

13. Urgent matters at the discretion of the Chairman for noting and/or inclusion on a future agenda

14. Annual Parish Assembly 2025: resolution required

The Annual Parish Assembly must take place between 1 March -1 June in any year. It is proposed that the meeting for Warbleton Parish takes place later than has recently been customary, so to be held during either April or May 2025, specific date to be agreed.

The council is asked to consider a change in its format; whilst retaining its necessary parish reports the meeting will also contain a more informal and social element to it, including refreshments and a guest speaker.

Subject to agreement by the council of the revised timing and format, a plan will be presented at the January council meeting.

15. Date of next meeting – Thursday 26 November 2024 Dunn Village Hall, Rushlake Green 7pm.