

# WADHURST PARISH COUNCIL

To all members of the Council. You are hereby summoned to attend the meeting of Wadhurst Parish Council at **The Pavilion, Sparrows Green Recreation Ground, Wadhurst at 1930 hours on Thursday 3<sup>rd</sup> November 2022** for the transaction of business as set out below.

Signed *Claudine Feltham*

Clerk: Claudine Feltham

Date: 27<sup>th</sup> October 2022

Residents are welcome to submit any comments by email to the Clerk. These must be received by 4pm on 2<sup>nd</sup> November 2022. E: [clerk@wadhurst-pc.gov.uk](mailto:clerk@wadhurst-pc.gov.uk)

*(PCSO Andrew Ratcliffe is due to attend this meeting)*

## **AGENDA**

1. To receive apologies and reasons for absence.
2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.
3. Public Forum – time limit 15 minutes.
4. County Councillor and District Councillor reports.
5. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of the Public Bodies (admissions to meetings) Act 1960.
6. To approve the minutes of the parish council meeting held on 13<sup>th</sup> October 2022 as a true record.
7. To determine matters arising from the meeting on 13<sup>th</sup> October 2022 for updating and noting.
8. Chair's Announcements
9. **Finance items for decision and allocation of resources**
  - 9.1 To approve the payment list for November 2022
  - 9.2 To note the bank reconciliations for October 2022 (3 accounts)
  - 9.3 To note the following RBS reports: Income and Expenditure, Ear Marked Reserves, Cash and Investment Reconciliation & Trial balance.
  - 9.4 To note the updated Direct Debit list
  - 9.5 To consider the grant application from Wadhurst Parochial Church Council – Cllr Gadd
  - 9.6 To consider the grant application from Wadhurst Dramatic Club – Cllr Gadd
  - 9.7 Remaining funds from Canadian event – Cllr Gadd
  - 9.8 To consider the safeguarding of parish council funds and possible investment – Cllr P Moore
  - 9.9 To consider, and adopt, if possible, Investment Strategy and Policy – Cllr C Moore
  - 9.10 To approve adding Cllr Shairp as an additional signatory to the bank account – Cllr C Moore
  - 9.11 To approve the recommendation from Communications and Community Liaison Committee for a budget of up to £1500 for a replacement noticeboard (Neighbourhood Plan) – Cllr Smith
  - 9.12 To approve a budget of up to £2,000 for the purchase of a digital display noticeboard for placing in prominent High Street business location – Cllr Smith/Cllr C Moore
  - 9.13 To approve the recommendation from Communications and Community Liaison Committee for a budget of up to £100 for boards to promote the Remembrance Sunday service – Cllr Smith/Cllr P Moore.
  - 9.14 To approve the recommendation from Communications and Community Liaison Committee for a budget of up to £1,000 for stand-alone picket fencing to go around the Christmas tree (could then be used for other events) – Cllr Smith/Cllr C Moore
  - 9.15 To approve the recommendation from Communications and Community Liaison Committee for a budget of up to £1000 for new signage/banners for the Christmas event – Cllr Smith/ Cllr C Moore.
  - 9.16 To approve the recommendation from Communications and Community Liaison Committee for a budget of up to £300 for materials for the grotto and trail for Christmas events on 2<sup>nd</sup> December 2022 – Cllr Smith/Cllr C Moore

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9.17 To approve the recommendation from Communications and Community Liaison Committee for a budget of up to £2500 for ESH licences that may be required for lights erections, cherry picker for lights erection (if required by ESH), possible repairs to lights, and possible timers for lights – Cllr Smith/ Cllr C Moore.

9.18 To consider the budget setting for 2023-2024

9.19 To set the precept request amount from Wealden District Council for 2023-2024.

## **10. Items for decision and allocation of resources if necessary**

10.1 To adopt the minutes of the Planning Committee meeting held: 24<sup>th</sup> September and 8<sup>th</sup> October 2022

10.2 Remembrance Day parade – to finalise arrangements and make any decision as necessary.

10.3 Pavilion alterations update – Cllr Gadd

10.4 To re consider the tender applications for the toilets cleaning provision (as per the tender notice) and decide upon a contractor – Cllr Crawford.

10.5 To consider the lease between WIHF and WPC for the toilet provision at the Commemoration Hall – Cllr Crawford

10.6 To adopt the updated Standing Orders

10.7 To adopt the updated Financial Regulations

10.8 To review the risk management document

10.9 To review the Financial Risk Assessment

10.10 To approve for the Chair, Clerk and Lengthsman to sign the Service Agreement.

## **11. Neighbourhood Plan Steering Group**

11.1 Verbal update from NPSG members

## **12. Items for noting**

12.1 Update from meeting with Nus Ghani – Cllr C Moore/Cllr P Moore (in absence of Cllr Griffin)

12.2 Defibrillator for Carillon Cottage - update from the Clerk

12.3 The updated meetings schedule for 2022

12.4 The meetings schedule for 2023 (which can be subject to change)

## **13. Correspondence list.**

## **14. Urgent issues at the discretion of the Chair for noting or inclusion on future agenda**