

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 6th April 2023** for the transaction of business as set out below.

Signed *Claudine Feltham*

Clerk: Claudine Feltham

Date: 31st March 2023

Residents are welcome to submit any comments by email to the Clerk. These must be received by 4pm on 5th April 2023. E: clerk@wadhurst-pc.gov.uk

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 2nd March 2023 as a true record.**
- 7. To determine matters arising from the meeting on 2nd March 2023 for updating and noting.**
 - 7.1 Water station for Wadhurst – South East Water
 - 7.2 Bank encroaching on footpath to train station – passed to ESH for remedial action.
- 8. Chair's Announcements**
- 9. Finance items for decision and allocation of resources**
 - 9.1 To approve the updated March 2023 payment list
 - 9.2 To approve the payment list for April 2023
 - 9.3 To note the bank reconciliations for March 2023
 - 9.4 To note the following RBS reports: Income and Expenditure, Ear Marked Reserves, Cash and Investment Reconciliation & Trial balance.
 - 9.5 CIL Funds and S106 funds – amounts and expenditure deadlines – RFO.
 - 9.6 Grant application for Cousley Wood Coronation Celebration
 - 9.7 Grant application from Wadhurst Toddler Group
 - 9.8 Grant applications from Wadhurst Parochial Church Council for a) 2022 churchyard maintenance and b) 2023 churchyard maintenance
 - 9.9 To note the slight increase in insurance premium to cover all items on the Fixed Asset Register.
 - 9.10 Audit: to note that the end of year audit requirements has been received from PKF Littlejohn. The internal audit is booked with Mulberry & Co 31st May 2023. The deadline for final submission of the external audit (to PKF) is 3rd July 2023.
- 10. Items for decision and allocation of resources if necessary**
 - 10.1 To adopt the minutes of the Planning Committee meetings held on 25th February and 11th March 2023.
 - 10.2 Pavilion alterations – Cllr Gadd
 - 10.3 Memorial for parish benefactor – Cllr Gadd/Cllr C Moore
 - 10.4 Jardin d'Aubers lease from ESFR – to consider the lease supplied by ESFR and the comments about the lease from our Solicitor and decide upon the next steps.
 - 10.5 Jardin d'Aubers maintenance contract. To approve to wording of the tender notice and agree for its publication

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- 10.6 Removal of diseased tree from next to the War Memorial. To note the permission has been granted by WDC and to agree upon a contractor
- 10.7 Commemoration Hall toilets refurbishment – update
- 10.8 Lengthsman service; to extend the Lengthsman contract and approve a budget for works to continue from April 2023 – Cllr P Moore
- 10.9 The Kings Coronation; update on the plans for the event taking place 7th May 2023 – Cllr C Moore
- 10.10 Proposal for acquisition of St Georges Hall – Cllr C Moore
- 10.11 Bus shelter outside of The Greyhound – to consider the suggestions by the contractor and agree a budget (*if design received in time for the meeting*).
- 10.12 Change of wheelie bin at Pavilion to skip with lockable lid – Cllr Anderson
- 10.13 Allotments – Cllr Griffin
- 10.14 Consideration for a further tree inspection and to approve a budget for this – as requested by Cllr Griffin.
- 10.15 High Street planters
 - 10.15.1 Request for Cllr's assistance for planting of summer bedding plants on weekend of 27th-28th May 2023 – as requested by Cllr Griffin
 - 10.15.2 To approve a budget for additional planters – Cllr Gadd
- 10.16 Scout Hut – update from Cllr Griffin (via the Clerk)
- 10.17 Toilets refurbishment – to approve the slight increase in price following the site meeting 16.3.23 – Cllr Griffin/Cllr Anderson
- 10.18 Proposal to commission an environmental report – Cllr C Moore
- 10.19 Proposal for an electronic village signboard – Cllr C Moore
- 10.20 Request from a parishioner for consideration of funding a pétanque pitch on the WIHF field – Cllr Crawford
- 10.21 Solar panels project at Commem Hall – to consider the report / requests from WIHF CIO. Cllr?
- 10.22 Suggestion from a parishioner to have a Kings Coronation bench (and if council are minded to do this, then to approve a location too).
- 10.23 Health & Safety issues – responsibilities and lack of training/experience – The Clerk.
- 10.24 Staff matters – Cllr C Moore

11. Neighbourhood Plan Steering Group

12. Items for noting

- 12.1 Defibrillator for centre of village - update from the Clerk
- 12.2 Electric Charging points being installed at The Greyhound Car Park, mid-April.

13. Correspondence list.

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