

WADHURST PARISH COUNCIL

To all members of the Council. You are hereby summoned to attend the full council meeting of Wadhurst Parish Council at **The Pavilion, Sparrows Green Recreation Ground, Wadhurst at 1930 hours on Tuesday 4th June 2024** for the transaction of business as set out below.

Signed *Claudine Feltham*

Clerk to Wadhurst Parish Council

Date: 29th May 2024

Residents are welcome to submit any comments by email to the Clerk. These must be received by 4pm on 3rd June 2024. E: clerk@wadhurst-pc.gov.uk

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 9th May 2024 as a true record.
7. To determine matters arising from the full council meeting held on 9th May 2024 for updating and noting.
8. Correspondence List.
9. **Finance items for decision and allocation of resources.**
 - 9.1 To approve the updated payment list for May 2024
 - 9.2 To approve the initial payment list for June 2024
 - 9.3 To approve the expenditure of £2.49 per month, per email address for a back-up system (it includes unlimited storage, includes SharePoint, OneDrive, Teams, Email, and the whole M365 Suite).
 - 9.4 Review and approve the updated Direct Debit list.
 - 9.5 To receive the end of year internal auditors' report (for year ending 31.3.24) from Mulberry & Co. for the audit carried out 9th May 2024.
 - 9.6 For members to note that the internal audit report (for year ending 31.3.24) from Mulberry & Co. contained no advisories or points to carry forward.
 - 9.7 Annual Governance Statement (AGS) Section 1 of Annual Governance Accountability Return (AGAR) for financial year 2023-2024.
 - 9.7.1 Members to note that no matters were raised on the external auditor report for the previous financial year (year ending 31.3.23)
 - 9.7.2 Members of Wadhurst Parish Council to review the effectiveness of the of the internal control system agree the assertions of Annual Governance Statement and approve the Annual Governance Statement by resolution.
 - 9.7.3 Members to approve the signing of Annual Governance Statement by the Chair of the meeting and the Clerk.

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9.8 Accounting Statements – Section 2 of AGAR for financial year 2023-2024

- 9.8.1 Members to consider the Accounting Statements for the financial year ending 31.3.24, as prepared by the RFO in advance of the meeting.
- 9.8.2 Members to approve the Accounting Statements by resolution.
- 9.8.3 Members to approve for the Chair of the meeting to sign the Accounting Statement.

9.9 Members to approve the Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return accounts for the year ending 31.3.24. for the period of 10.6.24 to 19.7.24 inclusive.

10. Planning Committee

- 10.1 To adopt the minutes of the Planning Committee meetings held 4th May 2024 and 18th May 2024.
- 10.2 To consider the request from the Planning Committee to full council that Bewl building be added to the ACV list.

11. Amenities Committee

11.1 Jardin d'Aubers lease from ESFR – update and decision (if documentation received in time for this meeting).

11.2 **Public** toilets at the commemoration hall:

- To consider the recent reports of damage and steps for prevention.
- To consider the proposal and quote for the CCTV system (if received in time for this meeting)
- To consider the repairs that need to be carried out: disabled toilet: cracked mirror, bent/damaged drop-down grab rail, broken toilet roll dispenser.

11.3 Woods Green defibrillator. (Members had previously approved the purchase of a defibrillator and cabinet for this refurbished telephone kiosk). For members to approve expenditure of for the defibrillator, cabinet, thermal carry case, insurance, and annual support from Community Heartbeat Trust.

12. Highways Licence and Transport Committee

12.1 Quotes for streetlights repairs and replacements: to discuss and select a contractor in order for works to proceed.

12.2 Traffic congestion/parking issues in High Street, Wadhurst - Cllr C Moore/Cllr P Moore

12.3 Update on Durgates defib – Clerk

12.4 To consider the options of refurbishment/replacement of the telephone kiosk at Best Beech from the working party (Cllrs Anderson, P Moore, and Crawford).

12.5 Request for WPC support for a wildflower verge application – Cllr C Moore.

13. Communications and Community Liaison Committee

14. Finance and Resources Committee

15. Neighbourhood Plan

- a. To receive the Neighbourhood Plan update.

16. Other full council matters for consideration and decision:

- 16.1 St Georges Hall purchase
- 16.2 To set a new date for the July meeting as the Pavilion is required for elections on 4th July.
- 16.3 Removal of trees for the front of Uplands Academy, Wadhurst
- 16.4 Update from the Annual Parish Assembly held 30th May 2024

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17. Items for noting or inclusion on a future agenda.

17.1 Internet at Wadhurst Train Station – verbal update from Cllr Edwards re the response from Southeastern Railway

Next Meeting Date: to be confirmed.