

WARBLETON PARISH COUNCIL

To the Members of Warbleton Parish Council

You are summoned to attend a meeting of **WARBLETON PARISH COUNCIL** to be held virtually via zoom on **Thursday 15th October 2020 at 7pm** when it is proposed to transact the following business:



Clerk

8th October 2020

MEETINGS OF THE COUNCIL ARE OPEN TO THE PUBLIC
MEETING ID: 876 6144 9509 PASSWORD: 493983

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 needed 3.1

3.1. To **resolve** that the minutes of the Council meeting held on 17th September 2020 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 – Resolution needed 5.3.4. & 5.3.4

5.1. To **receive** reports from District and County Councillors

5.2. To **receive** reports from Parish Councillors

5.2.1. To **receive** reports from the Parish Clerk

5.3.2. Update on the defibrillator currently located at the Black Duck, Warbleton

5.3.3. Barclays mandate update

5.3.4. To agree payment controls for internet banking

5.3.4. Update on the bench donated by Mr David Bysouth

5.3.5. Update on Asset Register

5.3.6. The Notice Board design spec & Bodle Street Green gates

5.3.7. Flyer update for CIL funds

5.3.8. Update on the Parish Council's selection for candidates for Wealden's District Council's Recognition for Service to the Community

5.3.9. NJC pay awards

5.3.10. Update on ownership of Rushlake Green Village Green

5.3.11. A parish council debit card

5.2.12. Clerk's annual leave date

6. COMMITTEE MINUTES

6.1. To **receive** the acts and proceedings of the following committee meetings:

- (a) Planning and Development – 3rd September
- (b) Environment – 3rd September
- (c) CIL – 29th September
- (d) Finance & General Purposes – 12th October

7. FINANCE – Resolutions needed: 7.1.

7.1. To authorise the bills for payment and sign the cheques (see report)

7.2. To **note** the Finance Reports, bank reconciliations and budget monitor

8. RISK REGISTER – Resolution needed

8.1. To approve the updated Risk Register

9. FOCUS CLUSTER GROUP – Resolution needed

9.1. To discuss the option of a Councillor volunteering for the Focus Cluster Group.
This group has been set up to work with Wealden District Council regarding the development of the new Local Plan – See separate report

10. MEETING DOCUMENTATION

10.1. To discuss deadlines for receiving agenda documentation

11. CORRESPONDANCE LOG – Resolution needed

11.1. To discuss the idea of the Parish Clerk keeping a correspondence log

12. WILD ABOUT WARBLETON GROUP UPDATE

12.1. Chairman's report on Wild About Warbleton's exhibition

12.2. To discuss the support of five proposed new routes for conservation adoption

12.3. To discuss possible dates for a site visit of Rushlake Green Village Green

13. UPDATE ON THE USE OF ZOOM FOR PARISH COUNCIL MEETINGS

14. WEALDEN AUTUMN LITTER CLEAN UP

14.1. Cllr Smythe to give a verbal report

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

16. DATE OF NEXT MEETING

16.1. To note that the date of the Council Meeting is scheduled for Thursday 19th November at 7pm, location due to Covid-19 to be confirmed

17. EXCLUSION OF PRESS AND PUBLIC

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

18. PARISH CLERK CONTRACT – Resolutions 18.1. & 18.2. & 18.3. and 18.4.

To review and agree to resolve policies and procedures relating to the contract of employment for the Parish Clerk

18.1. Warbleton Parish Council Disciplinary Procedure

18.2. Warbleton Parish Council Grievance Procedure

18.3. Warbleton Parish Council Equality & Diversity / Disability Discrimination Policy

18.4. Warbleton Parish Council Health & Safety Policy

7.1. To authorise the bills for payment via BACS

Cheque No.	Payee	£	VAT	£ Total	Purpose
	Brian Bishop			75.00	Winding up the clock at Osbourne House
	Linda Butcher			100.00	Attending and minuting 2 Parish Council meetings
	Jackie Cottrell			14.39	Zoom subscription
	Jackie Cottrell			648.49	Clerk Salary October
	Orchard Landscapes Ltd	£1,345	£269	£1,614	Grounds Maintenance Contract
	Heathfield & Waldron First Responders			£400	Maintenance payment for defibrillators as per agreed contract