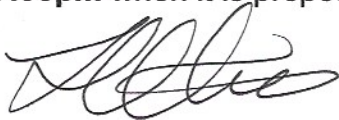


## WARBLETON PARISH COUNCIL

To all Members of **WARBLETON PARISH COUNCIL**

You are summoned to attend the **ANNUAL STATUTORY MEETING** of **WARBLETON PARISH COUNCIL** to be held on **THURSDAY 6<sup>th</sup> MAY 2021** via zoom video conferencing at **7.00pm** when it is proposed to transact the following business:-



Jackie Cottrell  
Parish Clerk  
29<sup>th</sup> April 2021

**MEETINGS OF THE COUNCIL ARE OPEN TO THE PUBLIC**  
**MEETING ID: 831 6555 3287 PASSWORD: 326054**

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1. **ELECTION OF CHAIRMAN**
  2. **DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN**
  3. **ELECTION OF VICE CHAIRMAN**
  4. **APOLOGIES**
  5. **DISCLOSURE OF INTERESTS**  
To deal with any disclosure by Members of any disclosable pecuniary interests and interests other than pecuniary interests, as defined under Warbleton Parish Council's Code of Conduct and the Localism Act 2011, in relation to matters on the agenda
  6. **MINUTES – Resolution needed 6.1**
    - 6.1. To **resolve** that the minutes of the Council Meeting held on Friday 23<sup>rd</sup> April be taken as read, confirmed as a correct record and signed by the Chairman.
    - 6.2. Matters outstanding from these minutes
  7. **APPOINTMENT OF STANDING COMMITTEES – Resolutions needed for all committees**
    - (a) Finance and General Purposes – minimum of 3 councillors
    - (b) Planning and Development – minimum of 3 councillors
    - (c) Environment – minimum of 3 councillors
    - (d) Community Infrastructure Levy (CIL) – minimum of 3 councillors

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**THE MEETING WILL NOW AJOURN TO ELECT THE CHAIRMAN AND VICE-CHAIRMAN OF THE STANDING COMMITTEES**

**Only members of each committee will vote for the Chairmen and Vice Chairmen of each committee as this is not a Council decision**

### **FINANCE & GENERAL PURPOSES COMMITTEE**

1. **ELECTION OF CHAIRMAN**
2. **ELECTION OF VICE CHAIRMAN**

### **PLANNING & DEVELOPMENT COMMITTEE**

1. **ELECTION OF CHAIRMAN**

## 2. ELECTION OF VICE CHAIRMAN

### ENVIRONMENT COMMITTEE

1. ELECTION OF CHAIRMAN
2. ELECTION OF VICE CHAIRMAN

### COMMUNITY INFRASTRUCTURE LEVY ( CIL ) COMMITTEE

1. ELECTION OF CHAIRMAN
2. ELECTION OF VICE CHAIRMAN

### THE ASM WILL NOW RE-CONVENE

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8. **APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES – Resolutions needed for all bodies**
    - (a) Wealden District Association of Local Councils
    - (b) Dunn Village Hall
    - (c) Bodle Street Green Village Hall
    - (d) Warbleton Charity
  9. **FINANCE – Resolutions needed 9.1, 9.4., 9.6. & 9.7.,9.8. & 9.9.**
    - 9.1. To **authorise** the payment of invoices as listed
    - 9.2. To note the Finance Reports, bank reconciliations and budget monitor for April 2021
    - 9.3. To receive and note the Internal Audit report for the financial year 2020/21
    - 9.4. To **Resolve** the Parish Council exempt itself from the Limited Assurance Review
    - 9.5. To note the Exercise of Public Rights will commence on Thursday June 3<sup>rd</sup> until Wednesday July 14<sup>th</sup> 2021
    - 9.6. Resolve Section 1 of the AGAR: The Annual Governance Statement
    - 9.7. To consider, approve and sign the accounts - Resolve Section 2 of the AGAR: The Accounting Statements for 2020/21
    - 9.8. To adopt the amended Financial Regulations
    - 9.9. To adopt the amended Standing Orders
  10. **COMMITTEE MINUTES**

To **receive** the following minutes of committees and to approve and confirm recommendations contained therein and as far as requisite, the action taken by them.

    - 10.1. F&GP – 7<sup>th</sup> April 2021
    - 10.2. Planning & Development 27<sup>th</sup> April 2021
  11. **REPORTS – Resolutions**
    - 11.1. To **receive** reports from District and County Councillors
    - 11.2. To **receive** reports from PCSO Morris
    - 11.3. To **receive** reports from Committee Chairman
    - 11.4. To **receive** reports from Parish Councillors
    - 11.5. To **receive** reports from Cllr Smythe – Wealden Planning and Focus Group
    - 11.6. To **receive** reports from Parish Clerk
  12. **ZOOM – Resolutions 12.1.,12.2 & 12.3.**
    - 12.1. To agree to continue to hold virtual meetings (if legally able)
    - 12.2. To agree (if legally able) which Parish Council meetings would continue to be held virtually rather than face-to-face
    - 12.3. To agree (if virtual meetings remain illegal) the Planning & Development meetings on the 18<sup>th</sup> May and 8<sup>th</sup> June would be held under delegated authority. Councillors to email their responses to the Clerk



**13. 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 in the agenda, in accordance with Standing Orders

**14. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING AND/OR INCLUSION ON A FUTURE AGENDA**

**15. DATE OF NEXT MEETING**

To note that the date of the next Council meeting is Thursday 18<sup>th</sup> June 2020 at 7.00 pm

**9. FINANCE**

**9.1 To authorise the bills for payment and sign the cheques**

Payee	£	VAT	£ Total	Purpose
Jackie Cottrell				Clerk salary May
Jackie Cottrell	11.99	2.40	14.39	Domain renewal 1 year – incorrect payee name stated on April FC agenda
Jackie Cottrell	14.39		14.39	Zoom inv81331277
Jackie Cottrell	9.99		9.99	Printer Ink 18 <sup>th</sup> Mar-17 <sup>th</sup> April
Jackie Cottrell	20.00		20.00	Misc item
Village Leaf	210.00		210.00	Grant awarded 2021/22
St John the Evangelist Church	300.00		300.00	Grant awarded 2021/22
Warbleton Housing Association	300.00		300.00	Grant awarded 2021/22