

WARBLETON PARISH COUNCIL

To the Members of Warbleton Parish Council

You are summoned to attend a meeting of **WARBLETON PARISH COUNCIL** to be held at the **Dunn Village Hall** on **Thursday 16th March 2023 at 7pm** when it is proposed to transact the following business:



Jackie Cottrell
Parish Clerk
9th March 2023

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 required 3.1

- 3.1. To **resolve** that the minutes of the Council meeting held on 12th January, the Extra Ordinary meeting held on the 9th February 2023 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

- 5.1. To **receive** reports from District and County Councillors
- 5.2. To **receive** reports from PCSO Catherine Gilling
- 5.3. To **receive** reports from Parish Councillors
- 5.4. To **receive** reports from the Parish Clerk

6. COMMITTEE MINUTES

- 6.1. To **receive** the acts and proceedings of the following committee meetings:
 - (a) Finance & General Purposes – 1st December 2022
 - (b) Environment – 26th January 2023
 - (c) Planning & Development – 31st January 2023
 - (d) Planning & Development – 21st February 2023
 - (e) Environment – 2nd March
 - (f) Planning & Development – 14th March 2023

7. OSBORNE HOUSE CAR PARK – Resolution required 7.1, 7.2. & 7.3.

- 7.1. To agree the increased invoice amount for the repair work to Osborne House car park
- 7.2. To consider re-painting the yellow ambulance parking space outside Osborne House

7.3. To consider providing a disabled parking space

8. FINANCE - Resolution required 8.2.,8.9 & 8.9.1.

8.1. To note bills that have been paid under the delegated authority to the Clerk (see report below)

8.2. To authorize the bills for payment (see report below)

8.3. To note the Finance Reports, bank reconciliation and budget monitor for December, January and February 2023

8.4. To note the projected end of year expenditure verses budget for 2022/23

8.5. To note the date for the parish council internal audit

8.6. To note the payroll cost increase from 1st April 2023

8.7. To note the one off set up fee for the Clerk pension

8.8. To note the monthly payroll cost for processing the Clerk/Council pension contributions

8.9. To agree the parish council pension contribution

8.9.1 To agree a virement for unspent election and environment budgets

8.9.2. To receive and note the projected Council general reserves as at 31.3.2023

8.9.3. To receive and note the projected Council ear marked reserves as at 31.3.2023

9. ASSET OF COMMUNITY VALUE – Resolution 9.2. & 9.3.

9.1. To note the process of listing an Asset of Community Value

9.2. To agree to list the Horse & Groom pub as an ACV

9.3. To agree to list the White Horse pub as an ACV on its expiry in August 2023

9.4. To recommend a time frame for the Clerk to complete any necessary work

10. TO AGREE RESPONSIBILITY FOR THE MAINTENANCE OF THE WALNUT TREE PLANTED FOR THE QUEENS GREEN CANOPY

11. BOOKING FOR RUSHLAKE GREEN – Resolution required 11.1.

11.1. To review and agree The Warbleton & District Horticultural & Poultry Society request to book The Green on Saturday 29th July 2023

12. STATEMENT OF THANKS FOR COUNCILLIORS

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

14. DATE OF NEXT MEETING

ASM - Thursday 18th May 2023, Bodle Street Green Village Hall at 6.30pm

8.1.To note bills that have been paid under the delegated authority to the Clerk

Cheque No/BAC S No	Payee	£	VAT	£ Total	Purpose
85	Jackie Cottrell				Clerk salary February 2023

86	Jackie Cottrell	9.99		9.99	Printing costs 18.12.22 – 17.1.2023
87	Jackie Cottrell	12.83	2.57	15.40	12 first class stamps
88	Jackie Cottrell	28.32	5.67	33.99	Shredder
89	James Todd & Co	20.00	4.00	24.00	January payroll fee
90	Twaites & Reed Engineering Ltd	1244.00	248.80	1492.80	Osborne House Clock Service
91	Jackie Cottrell	57.00	8.99	65.99	Plaque for the Queens Green Canopy
92	Jackie Cottrell	35.00		35.00	ICO Renewal

8.2.To authorize the bills for payment

Cheque No/BACS No	Payee	£	VAT	£ Total	Purpose
93	Jackie Cottrell				Clerk salary March 2023
94	HMRC				HMRC
95	James Todd & Co	20.00	4.00	24.00	February payroll fee
96	Nicholls Bros (Sussex) Ltd	17,493	3,498.60	20,991.60	Osborne House car park re-surface
97	Wealden District Council	65.00	13.00	78.00	Dog bin emptying charges 1.1.23- 31.3.23
98	Jackie Cottrell	167.40		167.40	Mileage 18.7.22 – 16.3.23
99	Jackie Cottrell	27.49	5.50	32.99	2500 sheets of white paper

100	Image Matters	30.00	6.00	36.00	Defibrillator signage
101	Broxap	1617.00	323.40	1940.40	Two new benches for Rushlake Green
102	Jackie Cottrell	9.99		9.99	Printing costs Inv106030 8747 18.1.23- 17.2.23

