

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 12th January 2023 at 6.30pm** when it is proposed to transact the following business:



Jackie Cottrell
Parish Clerk
6th January 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 29th September 2022 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) Environment – 4th October 2022
- (b) Planning & Development – 18th October 2022
- (c) SLR – Strengthening Local Relationships – 25th October 2022
- (d) Planning & Development – 8th November 2022
- (e) Planning & Development – 29th November 2022
- (f) Finance & General Purposes – 1st December 2022
- (g) Planning & Development – 5th January 2023

7. THE PARISH COUNCIL MOWING CONTRACT FOR 2023,2024 & 2025 – Resolution required 7.1.

7.1. To review and agree a quotation for the Parish Council's mowing contract for the years 2023, 2024 and 2025

- 8. OSBORNE HOUSE CAR PARK REPAIRS – Resolution 8.1.& 8.2.**
 - 8.1. To review and agree a quotation for the Osborne House car park repairs
 - 8.2. To agree which funds would be used to finance the car park repairs

- 9. FINANCE - Resolution required 9.2.**
 - 9.1. To note bills that have been paid under the delegated authority to the Clerk (see report below)
 - 9.2. To authorize the bills for payment (see report below)
 - 9.3. To note the Finance Reports, bank reconciliation and budget monitor for September, October and November & December 2022
 - 9.4. To note the claim for a VAT refund 1.4.2021 – 31.3.2022
 - 9.5. To receive and note the projected Council general reserves as at 31.3.2023
 - 9.6. To receive and note the projected Council ear marked reserves as at 31.3.2023

- 10. GRANTS – Resolution required 10.1.**
 - 10.1. To consider the F&GP Committee recommendations and agree the grant awards for the 2023-24 financial year (see report below)

- 11. BUDGET FOR THE 2023/24 FINANCIAL YEAR – Resolution required 11.1.**
 - 11.1 To consider the F&GP Committee recommendations and agree the budget for the 2023/24 financial year

- 12. PRECEPT REQUIREMENT FOR THE 2023/24 FINANCIAL YEAR – Resolution required 12.1.**
 - 12.1. To consider the F&GP Committee recommendations and agree the precept for the 2023/24 financial year

- 13. RISK REGISTER – Resolution required 13.1.**
 - 13.1. To agree and adopt the F&GP Committees amendments to the Risk Register

- 14. RUSHLAKE GREEN NOTICE BOARD REFURBISHMENT – Resolution 14.1.**
 - 14.1. To agree the Environment Committee recommendation for the works to refurbish the Rushlake Green notice board

- 15. BOOKING FOR RUSHLAKE GREEN VILLAGE GREEN – Resolution 15.1.**
 - 15.1. To review and agree The Big Lunch request to book The Green on Sunday 4th June 2023
 - 15.2. To note The Big Lunch risk assessment

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

- 17. DATE OF NEXT MEETING**

Thursday 16th March, Dunn Village Hall at 7pm

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

Cheque No/BACS No	Payee	£	VAT	£ Total	Purpose
59	WDALC	22.00		22.00	Annual subscription for year ending 31.3.2023
60	James Todd & Co	20.00	4.00	24.00	September payroll fee
61	ESALC	40.00	8.00	48.00	Cllr planning training
62	Jackie Cottrell				Clerk salary – October 2022
63	Jackie Cottrell	9.99		9.99	Printing costs 18.8.2022-17.9.2022
64	Jackie Cottrell	9.99		9.99	Printing costs 18.9.2022-17.10.2022
65	Jackie Cottrell				Clerk salary – November 2022
66	HMRC	147.62		147.62	HMRC 6.11.2022-5.12.2022
67	Jackie Cottrell	153.90		153.90	Mileage claim 24.3.2022-19.7.2022
68	James Todd & Co	20.00	4.00	24.00	October 2022 payroll fee
69	Brian Bishop	150.00		150.00	Clock winding services 2021-22
70	Jackie Cottrell				Clerk salary – December 2022
71	HMRC	41.98		41.98	HMRC 6.12.22-5.1.23
72	Jackie Cottrell	9.99		9.99	Printing costs 18.10.2022-17.11.2022
73	James Todd & Co	50.00	10.00	60.00	November 2022 payroll fee
74	Wealden District Council	65.00	13.00	78.00	Dog bin emptying charges 1.10.22-31.12.22
75	Orchard Landscape	1399.33	279.87	1679.20	50% of contact – quotation Q1178

9.2.To authorize the bills for payment

Cheque No/BACS No	Payee	£	VAT	£ Total	Purpose
77	Jackie Cottrell				Clerk salary – December 2022
78	Jackie Cottrell	9.99		9.99	Printing costs 18.10.2022-17.11.2022
79	James Todd & Co	20.00	4.00	24.00	December 2022 payroll fee
80	Heathfield & Waldron First Responders	400.00		400.00	Grant defibrilators
81	Dunn Village Hall	450.00		450.00	Final payment - annual grant
82	Bodle Street Green Village Hall	450.00		450.00	Final payment – annual grant

10.1 To consider the F&GP Committees recommendations and agree the grant awards for the 2023-24 financial year

Name of applicant	Sum requested £	Grant to be used for	F&GP's recommended award £
Bodle Street Green Village Hall	949	Costs for the new boiler	474.50
Dunn Village Hall	705	General expenses towards the upkeep of the village hall	352.50
The Big Lunch	200	Expenses to be used for the 2023 Big Lunch	100.00
Villages Lunch Club	400	To meet the rising costs of running the Lunch Club	200.00
Total	2,254		1,127.00

