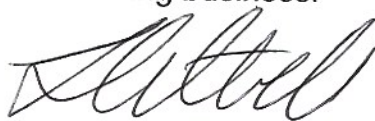


WARBLETON PARISH COUNCIL

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 14th January 2021 at 7pm** when it is proposed to transact the following business:



Jackie Cottrell
Parish Clerk
8th January 2021

MEETINGS OF THE COUNCIL ARE OPEN TO THE PUBLIC
MEETING ID: 895 8103 3317 PASSWORD: 347419

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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 19th November 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**
 - 5.1. To **receive** reports from District and County Councillors
 - 5.2. To **receive** reports from Parish Councillors
 - 5.3. To **receive** verbal report from David Morris – Police Community Support Officer
 - 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) Planning & Development – 12th November 2020
 - (b) Planning & Development – 26th November 2020
 - (c) Finance & General Purposes – 8th December 2020
 - (d) Planning & Development – 10th December 2020
 - (e) Finance & General Purposes – 5th January 2021

7. FINANCE – Resolutions needed: 7.2.,7.3.,7.5.,7.6.,7.7.,7.8. & 7.9

- 7.1. To **note** the Finance Reports, bank reconciliations and budget monitor for December 2020 and the bank reconciliations for 4th quarter 2020
- 7.2. To authorise the bills for payment and sign the cheques (see report)
- 7.3. To retrospectively approve the two payments authorised at the F&GP committee meeting in December (see report)
- 7.4. To **note** the retrospectively note the remaining payments authorised at the F&GP committee meeting in December (see report)
- 7.5. To agree to move 2020/21 budget item for Election Expenses of £500 to an earmarked reserve in accordance with Financial Regulations 4.2.
- 7.6. To authorise the grant payments specified in the 2020/21 budget recommended for approval by the F&GP committee (see report)
- 7.7. To approve the discretionary grant awards for the accounting year 2021/22 recommended for approval by the F&GP committee
- 7.8. To agree the Parish Council budget for the accounting year 2021/22 recommended for approval by the F&GP committee
- 7.9. To agree the Parish Council precept for the accounting year 2021/22 recommended for approval by the F&GP committee

8. INTERNAL AUDITOR APPOINTMENT – Resolution needed 8.1.

- 8.1. To appoint Keith Robertson as the Internal Auditor for the Parish Council in 2021

9. FOCUS CLUSTER GROUP – Resolution needed 9.3.

- 9.1. To note the Parish Council's response to Wealden's Direction of Travel Document submitted to the Focus Cluster group - see report
- 9.2. To note the collated response from the Focus Cluster group to Wealden's Direction of Travel Document submitted to Wealden - see report
- 9.3. To agree that the Parish Council submit their own comments directly to Wealden DC before the deadline of 18th January 2021.

10. RUSHLAKE GREEN VILLAGE GREEN SITE VISIT- Verbal update

11. TO CONSIDER WHETHER THE PARISH COUNCIL WISH TO JOIN THE EAST SUSSEX HIGHWAYS GRASS CUTTING TRIAL – See email – Resolution needed

12. ROAD SAFETY – Verbal update Cllr Smythe

13. COUNCIL YEAR 2021

- 13.1. To note the dates for Council meetings circulated in a separate report

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

- 14.1. To agree that all parish council and committee meetings continue to be held via zoom up until the end of March 2021.

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

16. DATE OF NEXT MEETING

7.2. & 7.6 To authorise the bills for payment via BACS

Cheque No.	Payee	£	VAT	£ Total	Purpose
	SPS		41.14	246.84	CIL flyer distribution costs
	Elephant Print			134.31	CIL flyer production costs
	Jackie Cottrell			14.39	Zoom subscription December Inv58407346
	Jackie Cottrell				January Salary
	Jackie Cottrell			14.39	Zoom subscription November Inv53001923
	BSG Village Hall			300.00	Mowing grant 2020/21
	St John the Evangelist Church BSG			300.00	Churchyard maintenance grant 2021/21
	St Mary the Virgin Church Warbleton			625.00	Awaiting information on maintenance costs before approval of payment. Deadline for costs 14.1.2021

7.3. To retrospectively approve the two payments authorised at the F&GP committee meeting in December

Cheque No.	Payee	£	VAT	£ Total	Purpose
	Jackie Cottrell			573.56	Clerk Salary December
	HMRC			387.28	Payroll Oct-Dec 2020

7.4. To note the retrospectively note the remaining payments authorised at the F&GP committee meeting in December

Cheque No.	Payee	£	VAT	£ Total	Purpose
	Jackie Cottrell			43.00	Ink - June, July, Sep & Oct
	PKF Littlejohn		40.00	240.00	External Audit Fees
	Jackie Cottrell			21.89	25 1 st class stamps
	Wealden District		12.50	75.00	Dog bins quarterly emptying charges