

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 19th November 2020 at 7pm** when it is proposed to transact the following business:



Clerk

11th November 2020

MEETINGS OF THE COUNCIL ARE OPEN TO THE PUBLIC
MEETING ID: 850 2654 3678 PASSWORD: 039342

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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 15th October 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
 - 5.2.1. The Remote Wealden Parish Conference – Cllr Iremonger & Smythe attendees
 - 5.3. To **receive** reports from the Parish Clerk
 6. **COMMITTEE MINUTES**
 - 6.1. To **receive** the acts and proceedings of the following committee meetings:
 - (a) CIL – 29th September
 - (b) Finance & General Purposes – 12th October
 - (c) Planning & Development – 15th October
 - (d) Planning & Development – 29th October
 - (e) Planning & Development – 12th November
 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. COUNCIL YEAR 2021 – Resolution needed 8.1. 8.2**
- 8.1. The Planning & Development Committee recommend Full Council agree to hold planning meetings every 3 weeks for a trial period. The length of the trial period to be agreed.
- 8.2. To agree the dates for the CIL Committee – see separate report
- 8.3. To note the dates of the F&GP meetings
- 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. WARBLETON PARISH COUNCIL DEBIT/CREDIT CARD - Resolution needed 10.1 & 10.2**
- 10.1. To consider the cost and risk implications of the Parish Council having a credit card or debit card
- 10.2. To agree a credit limit for the Clerk
- 11. ASSET REGISTER – Resolution needed**
- 11.1 To agree the Clerks adjustments and to adopt the Asset Register
- 12. BODLE STREET GREEN NOTICE BOARD – Resolution needed 12.1**
- 12.1 To agree to pay the costs of the notice board licence Section 115 - £57.20 and the Excavation of the Highway licence Section 171 - £380
- 13. FLYER DISTRIBUTION COSTS – Resolution needed 13.1**
- 13.1. To agree an extra £285 for the distribution of the flyer
- 14. WILD ABOUT WARBLETON – Resolution needed 14.1**
- 14.1. To agree to support the five proposed new routes for conservation adoption
- 15. TO MOVE UNRESERVED ITEMS ON THE AGENDA – Resolution needed 15.1**
- 15.1 All items not reserved prior to the meeting could be resolved all at once – see separate report
- 16. UPDATE ON THE USE OF ZOOM FOR PARISH COUNCIL MEETINGS**
- 17. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING and/or INCLUSION ON A FUTURE AGENDA**
- 18. DATE OF NEXT MEETING**
- 17.1. To note that the date of the Council Meeting is to be confirmed.
- 19. 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

20. PARISH CLERK CONTRACT AND STAFF RELATED ISSUES – Resolutions needed

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

20.1. Warbleton Parish Council sickness policy

20.2. Warbleton Parish Council performance management policy

20.3. Warbleton Parish Council travel and expenses policy

7.1. To authorise the bills for payment via BACS

Cheque No.	Payee	£	VAT	£ Total	Purpose
	SSALC		6.00	36.00	Introduction to Planning webinar
	Keith Robertson			264.00	Internal Audit
	Jackie Cottrell			14.39	Zoom subscription
	WDALC			22.00	Annual subscription to March 2021
	Jackie Cottrell			549.22	Clerk Salary November