

## Agenda Documentation for Full Council 19.11.2020

### Agenda item 8 – COUNCIL YEAR 2021

**8.1. The Planning & Development Committee have made a recommendation to Full Council that future meetings would be held every 3 weeks in 2021 for a trial period. The length of the trial period needs to be agreed.**

Extra information for Members to consider:

For any planning applications that the Clerk receives with a date that doesn't fall within the meeting timeframe, the Clerk would seek an extension from Wealden. The Clerk has already used this method numerous times in 2020 without a problem.

Heathfield & Waldron Parish Council hold their planning meetings every 3 weeks. They have an item on the planning agenda which reads:

#### **To consider Planning Applications after the agenda was published**

Their Standing Orders state:

**If a planning application is received after the agenda for the Planning and Highways Committee meeting has been issued, the application will be added to the agenda, providing there is sufficient time for it to be reviewed by committee members**

Chidingly Parish Council have one planning meeting a month. The Clerk would send out the planning application details to all Councillors in the committee if an application was issued after the agenda. The Councillors then send their comments to the planning chairman who summarizes and sends the final comment to the Clerk to inform Wealden District Council.

#### **8.2. To agree the dates for the CIL Committee**

This item would have featured on the next CIL Committee meeting which unfortunately has been postponed. Cllr Davies has emailed all CIL Committee Members ahead of this meeting with her suggested meeting schedule asking for feedback. Cllr Davies will be sending out a formal note to all Councillors ahead of the Full Council Meeting.

### **9. Focus Cluster Group**

**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 Local Plan**

This item was deferred at the last Full Council meeting. I will re-send the original report again. There is no new information apart from the next meeting will be held on Monday 23<sup>rd</sup> November.

### **10. Warbleton Parish Council Debit/Credit Card**

**10.1. To consider the cost and risk implications of the Parish Council having a debit/credit card**

A parish Council debit card linked to our account costs nothing. However, the Clerk would have a £750 a day limit which could not be changed and would be a considerable financial risk to the Council.

The Clerk is still researching the charges for a Parish Council credit card. She will circulate these as soon as possible.

## **11. Asset Register**

### **11.1. To agree the Clerks adjustments and to adopt the Asset Register**

The Clerk has made the relevant adjustments agreed at the last Full Council Meeting. The Clerk circulated the updated Asset Register to all Councillors.

## **12. Bodle Street Green Notice Board**

The Clerk was shown the new notice board location by Councillor Velton. The normal procedure would be to present the notice board licences costs to the CIL Committee. If the committee agreed the costs this would be a recommendation on the next Full Council Agenda. However, the notice board is in a serious state of disrepair and the CIL Committee meeting has been postponed. After speaking to Cllr Davies, Chairman of the CIL Committee, she has agreed this item can go straight to the Full Council meeting for resolution. The Clerk would update and circulate the CIL Income and Expenditure Account to include these costs so all Councillors can view the remaining CIL balance once all the projected costs have been taken into account.

The Clerk has confirmed with Highways that the Parish Council would need to apply for both a Section 115 Licence for £57.20 (this is because the notice board will be moved to a new position) and a Section 171 Licence for £380.00.

Trevor Leggo, Chief Executive Officer of SSALC, has confirmed the following:

There is no prescribed arrangement for notice boards but you should have regard to the following:  
There remains a legal requirement for the agenda to be displayed in a conspicuous place  
You cannot presume everyone has access to the internet  
where a parish has separate settlements each of those should be provided with a notice board

## **13. Flyer Distribution Costs**

### **13.1. To agree an extra £285 for the distribution of the flyer**

The original company who quoted £150 for the flyer distribution were uncontactable once they had received a map of the Parish despite numerous attempts made by the Clerk.

The Clerk then rang as many local distribution companies as possible and only one came back willing to take the job on. They have also received a map of the Parish and their quote was £375.00 plus VAT.

The budget agreed at Full Council was £300 for both printing and distribution.

The Parish Council has spent £40 so far on the artwork, proof and amendments (final amendments included in this price) with Elephant Print. If we did want to cancel, the leaflets could be uploaded on the website and placed on the notice boards and the village shop etc.

The total cost for the leaflet design and print would be £134.31 as previously agreed.

The Parish Council would need to consider spending an extra £285 to continue with the flyer idea.

The total cost of the flyer production and distribution would be £584.31.

The Chairman of CIL has received a copy of the quote from the new distribution company.

## **14 Wild About Warbleton**

#### **14.1 To agree to support the five proposed new routes for conservation adoption**

At the last Full Council meeting:

It was **AGREED** to support the Wild About Warbleton Group subject to there being no adverse Highways safety issues or concerns with the same principle applied to any properties situated along those particular verges regarding their sightlines. The Chairman instructed the Clerk to write to the group to inform them the Parish Council on the whole were supportive of the scheme but a resolution would be passed at the next Full Council meeting. This would enable any Councillors who had not yet attended the exhibition an opportunity to go and any correspondence sent to the Clerk regarding the wild flower verges would be noted.

The Clerk attended the Wild About Warbleton Exhibition and was suitably impressed. It was very informative and interesting.

The Clerk emailed the Wild About Warbleton Group to inform them of the Parish Councils comments above.

The Clerk has not received any further comments from any members of the public.

The Clerk has not received any further comments from any Councillors.

#### **15 To Move Unreserved items on the agenda**

##### **15.1. All items not reserved prior to the meeting could be resolved all at once**

The Chairman of the Parish Council has requested this item to be added to the agenda for discussion and possible resolution. The concept is at the beginning of a meeting, unless a Councillor has specifically requested to speak about an item by reserving the item either at the beginning of the meeting or prior to the meeting, then all items not reserved could be moved for resolution all at once. They need not be discussed as the Chairman progresses through the remaining items on the agenda.

#### **16. Update on the use of zoom for Parish Council Meetings**

The Clerk has not received any updates regarding this matter.