

Full Council February 2021 Additional Agenda Item Notes

Agenda Item 8 – Warbleton & District Horticultural & Poultry Society

I have received an email from the above society to request permission to use Rushlake green Village Green for their annual flower show.

The society have decided that the show should be held later in the year than usual, entirely due to the current COVID-19 situation, and the uncertainty of when restrictions will be lifted and what the rules will be when they are. Therefore, they are proposing the date of Saturday 9th October 2021 for their show. The marquee would be erected on Thursday 7th and be removed on Monday 11th. This would amalgamate the stalls from the usual Summer show together with exhibits from their Autumn Show.

The society would gratefully appreciate the permission to be granted which would enable them to start the planning process.

Agenda Item 9 – The Rudes

I have received an email from the Rudes requesting permission to use Rushlake Green Village Green on Friday 6th August. Unfortunately, their original request got lost in the email abyss and would have been brought to your attention earlier. They have been coming to Rushlake Green since 1999 so the village knows them well.

They will have the usual risk assessment for the visit but there will also be a separate COVID-19 one this year which would be sent nearer the time as the situation is constantly changing.

They have their own stage and would enclose the audience space in easily removable net fencing. There would be two small tents, one for the cast and one for the ticket sales.

They have £5 million public liability insurance.

Agenda Item 11 – Infrastructure Budget

The new infrastructure budget has been set at £1,500 for the year. The newly formed asset register was adopted by the Council in 2020. It highlighted many items which were in need of repair and they need to be listed in priority order for the Clerk to obtain relevant quotes.

The two committees which could be responsible for the infrastructure budget would be: The Environment Committee or the CIL Committee.

CIL funds can be used for the provision, improvement, replacement, operation or maintenance of infrastructure.

As Clerk I would advise the Environment Committee should take responsibility of the infrastructure budget with items referred to the CIL Committee if appropriate.

Cllr Velten has brought to my attention the Bodle Street Green war memorial which is in need of some repair work and general cleaning. Please see attached photos. I have sourced a local company who has been used by Heathfield & Waldron Parish Council in the past. They could supply a free quote for the work needed. I have been advised to obtain a quote before considering applying for a grant as this is a time-consuming process and the repair work cannot be completed before the grant has been received.

Agenda Item 13 – Amendment to Risk Register – Members to note

The New Officers Finance Course which I recently attended was run by Keith Robertson, Warbleton's Internal Auditor. I was advised by Keith that storing all the Parish Council's data on Google Cloud was sufficient and it was not necessary to use a memory stick. Cllr Williamson has the password and can access all the files on his computer at home. As an added measure I will back up files on a memory stick every 2 months. The Risk Register will be amended to include this change and will be reviewed by the Council annually.

Agenda Item 14 – Standing Orders, Financial Regulations and Code of Conduct Update – Members to note

A review of the above has commenced and will be reviewed by the F&GP committee in April followed by the Full Council. The Standing Orders and Financial Regulations are reviewed annually. There has been an update from NALC to the model code of conduct.

Agenda Item 15 – Update on the use of zoom for Parish Council meetings

Government legislation allows Parish Councils to hold remote meetings until the 7th May 2021. After this date they would become unlawful. An amendment to the date would require Primary Legislation. Trevor Leggo has written to the 26 MP's in Sussex and Surrey highlighting his concerns at re-commencing face-to-face meetings and asking this to be raised with the Minister. He is also working with John Litton, a member of the House of Lords. NALC and SSALC are working hard to resolve this situation. The Clerk will keep all Councillors updated.