



**To all members of the Council, you are summoned to attend a Full Council Meeting of the Parish Council on Thursday 21<sup>st</sup> September 2023 at 19.00.**

**This meeting will be held at Northiam Village Hall, Main Street, Northiam**

**Members: Cllr Biggs, Cllr Fairbrass, Cllr Fenton, Cllr Harding, Cllr Lockett, Cllr Russell, Cllr Sargent, Cllr Schlesinger, Cllr Wadie**

## AGENDA

**SIGNED: Gilly Lowe, Locum Parish Clerk**

**Date: 7<sup>th</sup> September 2023**

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1. **To receive and accept Apologies for Absence**
  2. **Chairman's Announcements.**
  3. **To adjourn the meeting to enable members of the public and Councillors to address the meeting.**

This is a concessionary short session and will be limited to 15 minutes. Three minutes per person will be allowed initially and only if time permits will further comments be heard. This is a 'for information' session only and no action can be taken upon those items raised.
  - 3 **To receive Declarations of Interest and Lobbying**

To receive any declaration by members of personal interests in matters on the agenda, the nature of the interest and whether the member regards the interest as personal, pecuniary or prejudicial under the Code of Members Conduct.
  4. **Minutes** to receive and approve for signature the minutes of the Council meeting held on 20<sup>th</sup> July 2023. Appendix A
  5. **To receive report from County Councillor.** Appendix B
  6. **To receive reports from District Councillors.** Appendix C
  7. **Finance**
    - 7.1. To receive & approve the payment report for August/September 2023
    - 7.2. To confirm Co-op change of signatory forms have been sent.
    - 7.3. To approve time sheet of Support Services from Gilly Lowe. Appendix D

- 7.4. To confirm that the cheque for £500 from St Mary's Church has now been cashed.
- 7.5. To approve the transfer of the second tranche of precept payment of £25,000 to the Barclays account from the Co-op account.
- 7.6. To confirm continued engagement with Mulberry & Co as auditors and the date of the interim audit being Thursday 9<sup>th</sup> November at 1pm.
- 8. Expenditure in line with 4.1 of the Financial Regulations**
- 8.1. No items
- 9. To discuss the recent meeting with the Football Club.**
- 10. Governance**
- 10.1. To consider a communications policy for councillors.
- 11. Outside Spaces**
- 11.1. To confirm the date for the annual playground inspection as Monday 18<sup>th</sup> September.
- 11.2. To discuss Beacon Field grass and overgrown hedges.
- 11.3. To agree whether to continue with the pest control contract at St Francis Field.
- 11.4. To consider storage of cemetery equipment in the Chapel.
- 11.5. To discuss allotment verges & possible dumping of grass cuttings
- 11.6. To discuss repairs to the noticeboard at the playing field.
- 11.7. To discuss regular playground checks and appropriate training.
- 12. St Francis Field**
- 12.1. To consider request to put a gate exiting onto St Francis Field from a private property.
- 12.2. To discuss the grant from the parish council to the CIC and agree actions.
- 13. Planning Applications – to consider and agree responses.**
- 13.1. **RR/2023/1653/P – 2, Perrymans Cottages, Hastings Road, Northiam TN31 6HX (and associated listed building consent RR/2023/1654/L)**  
*Proposed single storey rear extension; erection of a detached single storey annex, internal alterations and general repairs / refurbishments to a grade 2 listed property.*
- 14. To report any external meetings with representatives of Northiam Parish Council – to allow members to ask any questions and to receive the minutes.**
- 15. To report correspondence**
- 15.1. Conifer overgrowing the bus shelter (email of 11/08)
- 15.2. Complaint about grass not being cut at 37-41 Goddens Gill (email of 27/08)
- 15.3. Removal of Coppards Lane sign (email of 24/08)
- 15.4. Damage to the war memorial (email of 23/08)
- 16. Questions from Councillors**
- 17. Second Session for Public Questions**  
 As resolved for inclusion at the July meeting, a second session for public questions or comments.
- 18. To agree the public's exclusion from the confidential part of the meeting.**

**That in view of the confidential nature of the business (employment/legal issues) about to be transacted it was resolved under the provisions of Public Bodies admissions to meetings Act 1960 s.1 that the press and public be temporarily excluded, and they are instructed to withdraw**

**19. Human Resources**

19.1. To update on applications for the clerk vacancy.

**20. Leases**

20.1. To update on the lease of the parish office at Northiam Village Club.

20.2. To confirm required changes to the legal documents in relation to the sewer diversion.

20.3. To discuss the Bowls Club Lease.

20.4. To discuss a 6-month lease for Fields 13 or 14 by the stables tenant.

