

ETCHINGHAM PARISH COUNCIL

**I hereby give notice that the Annual General (Statutory) Meeting of Etchingham Parish Council
will take place on
Thursday 16th June at 7.30pm at The Parker Hall, Parsonage Croft, Etchingham and you are hereby summoned to
attend.**

Paulette Barton (Clerk to Etchingham Parish Council)

(Members are reminded to make any declarations of interests prior to the appropriate agenda item)

AGENDA:

- 1. Election of Chairman**
- 2. Declaration of Acceptance of Office in respect of the Chairman**
- 3. Apologies for absence**
- 4. Election of Vice- Chairman**
- 5. Declaration of Acceptance of Office in respect of the Vice-Chairman**
- 6. Declarations of Interest - To receive any disclosure by Members of any interests in matters on the agenda in accordance with Paragraphs 8(3) and 8(5) of the Etchingham Parish Council Code of Conduct. Members are reminded of the need to repeat their declaration immediately prior to commencement of the item in question. (Please refer to your copy of the Code of Conduct and the SALC/SCAPTC Legal Advice Note 26 (June 2012) and the Openness & Transparency on personal interests – a guide for councillors –March 2013; previously circulated).**
- 7. Etchingham Parish Council – Dispensations –
To consider any requests for Dispensations in respect of any agenda item in accordance with the Policy adopted by Council at the meeting held on 15th November 2012 (Minute 710 – page 122) as provided for by Paragraph 15 of the Etchingham Parish Council Code of Conduct, adopted July 2012.**
- 8. Review of Portfolios and appointment of Portfolio Holders. Current list previously circulated.**
- 9. Election of Representatives to Outside Bodies.**
 - a) Rother Association of Local Councils –**
 - b) Etchingham Primary School -**
 - c) Etchingham Trust for Sport and Recreation –**
- 10. Schedule of Meeting dates for 2022/2023 – (circulated).**
- 11. To approve as a correct record and to authorise the Chairman presiding to sign the Minutes of the meeting held on 21st April 2022 & Minute of cancellation of meetings 19th May 2022.**
- 12. Chairman’s Announcements – to receive any announcements or information from the Chairman presiding.**
- 13. Public Time – to receive Reports and comments from Elected Representatives and comments and questions from Members of the public in respect of any item included on this agenda**
 - a)East Sussex County Councillor**
 - b)Rother District Councillors**
 - c)ETSR– Mr. P Stott**

- d) TESAG – Mr Michael Le Garignon
- e) Members of the general public
- f) Members of the Council (if to be excluded from the meeting)

14. Finance

- a) Authorisation of acceptance of renewal of Insurance Policy – document circulated
- b) Authorisation of payment of Accounts for May & June – to approve accounts for payment – (a Schedule of Receipts & Payments will be presented at meeting)

15. Parish Matters – to receive Reports and comments with regard to local parish matters including any matters raised by members of the public under agenda item 13 and make such resolutions as might be necessary.

a) Village Amenities

- i) To receive preliminary quote for repairs to Old Etchingam Stores – details previously circulated
- ii) To consider the Inspection Reports on Queen’s Garden and VIPER playgrounds including the Annual Inspections (previously circulated) and any other Council property not covered elsewhere in this Agenda
- iii) To consider any update on the Coffee and Cake Club at the Bistro for residents.
- iv) To consider any other matters.

b) Children and Young People

- i) To consider any Report to include Etchingam Primary School as appropriate – Cllr Turner
- ii) To consider any update on ERGT fundraising – Cllr Boylett
- iii) To consider any other matters.

c) Highways, Footpaths and Community Safety

- i) To receive any update or report on road safety matters including issues raised with ESCC Highways both within and without the SLR meetings – Clerk
- ii) To receive the monthly Report from Cllr Boylett on the Speedwatch Scheme including the Black Cat project.
- iii) To receive the monthly Report from Rother Police and the PCSO – Cllr Boylett
- iv) To consider any other matters

d) Environmental issues – To consider any other matters

e) Communications – To consider any matters

16. Planning –

- a) to consider and make recommendations on the following local planning applications

Planning Applications for consideration:				
List Number & Date validated	Ref no.	Location	Proposed development	Decision Date
No. 2022/18 21/02/2022	RR/2022/726/L OWPC 35460 SUPPORT	Horsebrooks Farm, Ludpit Lane, Burwash	Retention and conversion of curtilage listed cowshed, retention, rebuilding and repair of curtilage listed farmyard walls, part retention of the dairy block, demolition of modern agricultural buildings and erection of a two-storey detached dwelling, with garage, associated hard and soft landscaping and car parking	16/05/2022

- b) to consider any other planning and/or associated matters not including Neighbourhood Plan
 - i) s106 in relation to Nos. 8,9,10,11 Church Farm Close – explanatory document circulated

17. Review of Etchingam Parish Council Policies, Procedures and Protocols –if you require any of the documents they are available on the website or I will e-mail if needed.

- a) Etchingam Parish Council Standing Orders – Draft Model Order to amend Section 18 previously circulated**
- b) Etchingam Parish Council Code of Conduct**
- c) Etchingam Parish Council Financial Regulations – check Section 11 against new Standing Orders**
- d) Privacy Statement Freedom of Information Publication Scheme**
- e) Dispensation Protocol**
- f) Safeguarding Children & Vulnerable Adults Policy**
- g) Media and Communication**
- h) Grants to Village Organisations Protocol**
- i) Risk Assessment Schedules**
- j) Health & Safety Policy Statement**
- k) Insurance Schedule**
- l) Fixed Assets Register**

18. Correspondence -

Correspondence is mostly distributed by e-mail, in particular information received from Rother District Council and ESCC; other correspondence requiring attention will be specified on the agenda as appropriate or, if for information, will be made known and available at the meeting, including to members of the public at the discretion of the Council

19. Etchingam Parish Council – Notification to Members of Council decisions

To inform any Members who were excluded from the meeting of the decisions agreed by Council in respect of the relevant agenda item.

A handwritten signature in black ink that reads "Paulette J Barton". The signature is written in a cursive style with a large, looping initial 'P'.

Paulette Barton – Clerk to Etchingam Parish Council