

ETCHINGHAM PARISH COUNCIL

I hereby give notice that a Meeting of Etchingham Parish Council will meet at 7.30pm on

Thursday 15th June 2023 in The Parker Hall

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. Apologies for absence.**
- 2. To confirm that the minutes of the meeting held on 18th May are an accurate record and to authorise the Chairman presiding to sign said Minutes.**
- 3. Declarations of Interest – to receive any disclosure by Members if any interests in matter on the agenda in accordance with Paragraph 3u of the Etchingham Parish Council Standing Orders. Members are reminded of the need to repeat their declaration immediately prior to commencement of the item in question. (Please refer to NALC LTN80, March 2017 ‘Members’ Conduct and the registration of disclosure of their interest (England) and Guide for Councillors – March 2017 – Department for Communities & Local Government).**
- 4. Etchingham Parish Council – Dispensations – to consider any requests for Dispensations in respect of any agenda item in accordance with the Policy adopted by the Council at the meeting held on 17th May 2018 (Minute 1759a – page 323) as provided for by Paragraph 13 of the Etchingham Parish Council Code of Conduct, adopted May 2018.**
- 5. Chairman’s Announcements – to receive any announcements of information from the Chairman presiding including any additional agenda items considered as urgent.**
- 6. Clerk’s Report – to consider the report on matters undertaken and progress since previous meeting. Items requiring further consideration and resolution are on the following agenda.**
- 7. 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 – Eleanor Kirby-Green**
 - b) Rother District Councillors – John Barnes, Eleanor Kirby-Green**
 - c) Members of the general public**
 - d) Members of the Council (if to be excluded from the meeting)**
- 8. 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 7, and pass any such resolutions as may be necessary.**
 - a) Village Amenities**
 - i) To consider and resolve as necessary matters regarding the Old Etchingham Stores not covered by item 10a**
 - ii) To consider the Inspection Reports on Queen’s Garden and VIPER playgrounds (previously circulated) and any other Council property not covered elsewhere in this Agenda.**
 - ii) Any other any other matters.**
 - b) Children and Young People**
 - i) To consider any Report to include Etchingham 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 – Clerk -**
 - ii) **To receive any update or report from TESAG**
 - iii) **To receive the monthly Report from Cllr Boylett on the Speedwatch Scheme**
 - iv) **To receive the monthly Report from Rother Police and the PCSO – Cllr Boylett**
 - v) **To receive the Report from the PCSO Rother Parishes Forum – the Clerk**
 - vi) **To consider any other matters – inc letter from ESALC, Trevor Leggo, circulated**
- d) **Environmental and Other - To consider any matters**
- e) **Communications – To consider any matters**

9. **Planning**

- a) **To consider and make recommendations on local planning applications as follows:**

RR/2023/1025/P : Shoyswell Manor Cott, Sheepstreet Ln : Erection of a pool house containing indoor private swimming pool.

RR/2023/1026/P : Shoyswell Manor Cott, Sheepstreet Ln : Erection of garage and workshop with accommodation above for ancillary use.

RR/2023/1124/P : Shortridge Farm - Barn to South, Sheepstreet Ln : Design revisions of previously approved scheme RR/2020/148/P for the conversion of a redundant farm building to 1x 4 bedroom dwelling.

- b) **Any other planning matters**

10. **Finance**

- a) **To receive the Report of the Internal Auditor on the Accounts for 2022/2023 and deal with any matters arising from the Report (previously circulated).**
- b) **To give consideration to the Accounts for 2022/2023 and if approved authorise the Chairman presiding and RFO to sign the Accounts (previously circulated)**
- c) **To give consideration to the Annual Report 2023 and if agreed authorise the Chairman presiding and Clerk/RFO to sign Section 2 – Annual Governance Statement of the Annual Return (previously circulated)**
- d) **To consider and approve appointing Mulberry & Co to advise and assist in updating the Asset Register and also provision of up to date Contracts of Employment for all three staff members.**
- e) **To consider and approve an Interim Audit for 2023-2024 financial year.**
- f) **To consider staff salary levels – to be taken in closed session at a later time if Members of the Public are present**
- g) **Authorisation of payment of Accounts – to approve accounts for payment - (a Schedule of Receipts & payments for June will be presented at the meeting).**

11. **To review and approve:**

- a) **Standing Orders. Last reviewed 20.10.2022. No updates received from NALC.**
- b) **Financial Regulations. Last reviewed February 2020. No updates received from NALC.**

12. **To receive Reports from and Members and Representatives passing such resolutions as may be necessary**

- a) **East Sussex Association of Local Councils – Cllr J Barnes**
- b) **Rother Association of Local Councils – Cllr J Barnes**
- c) **Any other Meetings/Conferences attended by Members or the Clerk on behalf of the Council**

13. Correspondence

Correspondence not distributed by e-mail, but requiring attention, will be specified on the agenda as appropriate or, if for information only, will be made known and available at the meeting. Email trail between ESCC Highways and a resident has been circulated.

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

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

15. Agenda items for the next meeting

A handwritten signature in cursive script, reading "Paulette J. Barton". The signature is written in black ink on a light-colored background.

Paulette Barton – Clerk to Etchingam Parish Council – 9th June 2023