

WITHYHAM PARISH COUNCIL

To all Members of **WITHYHAM PARISH COUNCIL**

You are summoned to attend a meeting of **WITHYHAM PARISH COUNCIL** to be held on **MONDAY 11th FEBRUARY 2019** at **7.30pm** at **GROOMBRIDGE VILLAGE HALL (CLUB ROOM)** when it is proposed to transact the following business:-

Deborah Siddle
Parish Clerk
5 February 2018

Members of the public are encouraged to come to the meetings and there is a 10 minute opportunity for them to address the Council

- 1. ENQUIRE WHETHER ANYONE PRESENT INTENDS TO FILM, PHOTOGRAPH AND/OR RECORD THE MEETING**
- 2. APOLOGIES**
- 3. DECLARATIONS OF INTEREST**
- 4. MINUTES**
 - 4.1. To resolve that the minutes of the Council Meeting held on Monday 14th January 2019 be taken as read, confirmed as a correct record and signed by the Chairman.
 - 4.2. Matters outstanding from these minutes (not listed as separate agenda items)
- 5. COMMITTEE MINUTES**

To receive the following minutes of committees and to approve and confirm recommendations contained therein and as far as requisite, the action taken by them.

 - 5.1. Finance & Administration – 5th December 2018
 - 5.2. Planning – 10th December 2018
 - 5.3. Planning – 14th January 2019
 - 5.4. Planning – 29th January 2019

To receive the following draft minutes of committees and to note recommendations contained therein and as far as requisite, the action taken by them.

 - 5.5. Road Safety Committee – 3rd December 2018
 - 5.6. Finance & Administration – 28th January 2019
- 6. REPORTS FROM DISTRICT and COUNTY COUNCILLORS**
- 7. WARD REPORTS**
 - (a) Groombridge Ward (to include feedback from Ward meeting)
 - (b) St John's Ward
 - (c) Withyham/Blackham Ward

(5 minute comfort break)
- 8. COMMUNITY WARDEN REPORT (NOVEMBER - DECEMBER 2018)**
- 9. AGENDAS & UPDATING OF NOTICEBOARDS**
- 10. ELECTIONS AND COUNCILLOR RECRUITMENT**
- 11. WITHYHAM PARISH VOLUNTEERS – Tasks and Councillor involvement**
- 12. POLICIES:**
 - 12.1 Pension Policy
 - 12.2 Fees and Payments
 - 12.3 Payments Procedure
 - 12.4 Financial Regulations (revision to 11.1)
- 13. FINANCE**
 - 13.1. To note the report showing payments made to date against budgets
 - 13.2 To authorise the payment of invoices and note regular payments
 - 13.3 To consider quotes – to include PC and delegated authority for trees and a new visitor window
- 14. REPORTS ON MEETINGS and CONFERENCES ATTENDED BY COUNCILLORS (to include SLR)**
- 15. CLERK'S REPORT**
- 16.**
 - 16.1 *To consider whether to exclude the Press and Public from the meeting during consideration of the following items 13.6 and 14.7 pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that publicity would be prejudicial to the confidential nature of the business*
 - 16.2 Administrative Assistant role - to agree Staff Committee's recommendations
 - 16.3 *To invite the public to return to the meeting if they were excluded for the previous item*
- 17. MATTERS OF URGENT IMPORTANCE FOR NOTING OR INCLUSION ON A FUTURE AGENDA**
- 18. DATE OF NEXT MEETING** To note that the date of the next Council meeting is Monday 11th March 2019 at 7.30 pm at Groombridge Village Hall