

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 9th APRIL 2018** at **7.30pm** at **THE OLD STATION, GROOMBRIDGE** when it is proposed to transact the following business:-

Deborah Siddle

Parish Clerk

3 April 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 12th March 2018 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. Planning – 12th March 2018
 - 5.2. Planning – 26th March 2018

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

 - 5.3. Air Traffic Committee - 23rd January 2018
 - 5.4. Rights of Way – 5th February 2018
 - 5.5. Road Safety Committee – 5th March 2018
 - 5.6. Finance & Administration – 26th March 2018
- 6. REPORTS FROM DISTRICT and COUNTY COUNCILLORS**
- 7. WARD REPORTS**
 - (a) Groombridge Ward (to include whether WPC wishes to have a stall at the May Fair)
 - (b) St John's Ward
 - (c) Withyham/Blackham Ward
- 8. A264 SPEED REDUCTION CONSULTATION**

(5 minute comfort break)
- 9. OUR WATCH FLIER (COMMUNITY WARDEN)**
- 10. DRAFT RESPONSE TO ESCC PROPOSALS FOR HOUSEHOLD WASTE RECYCLING SITES**
- 11. NOISE MONITOR PROPOSAL SUBMISSION - FOR INFORMATION**
- 12. PARISH NOTICEBOARDS AND MEETING AGENDAS**
- 13. BALLS GREEN COMMUNITY SPACE COMPLETION AND OPENING**
- 14. ANNUAL PARISH ASSEMBLY**
- 15. RECOMMENDATIONS FROM THE MARCH FINANCE AND ADMINISTRATION COMMITTEE:**
 - 15.1 To consider recommended Grants
 - 15.2 To consider Business Continuity Policy
 - 15.3 To consider a proposal for an Administrative Assistant and note other HR actions
 - 15.4 To agree process for review of Parish Plan and Operational Plan, to include to inform 3 year budgeting
 - 15.5 To agree Earmarked Reserves allocations
 - 15.6 To agree approach to streetlights renewals
 - 15.7 To agree purchase of a condolence folder and pages and to consider WPC protocol in the event of a death in the Royal family
 - 15.8 To consider application to Lund Landscape Fund
- 16. GENERAL DATA PROTECTION REGULATIONS UPDATE**
- 17. FINANCE**
 - 17.1. To note the report showing payments made to date against budgets
 - 17.2. To authorise the payment of invoices and note regular payments
 - 17.3. To agree any quotes (to include a goal post at Teasley Mead)
 - 17.4. To note that the bank reconciliation file was available at the meeting for inspection
- 18. REPORTS ON MEETINGS and CONFERENCES ATTENDED BY COUNCILLORS**

19. CLERK'S REPORT

20. MATTERS OF URGENT IMPORTANCE FOR NOTING OR INCLUSION ON A FUTURE AGENDA (To include Car Air Pollution and Guidance on Councillors' lead roles in parish projects)

21. DATE OF NEXT MEETING To note that the date of the next Council meeting is Monday 21st May 2018 at 7.30 pm at The Old Station, Groombridge