



To all Members of **WITHYHAM PARISH COUNCIL**
You are summoned to attend a meeting of **WITHYHAM PARISH COUNCIL** to be held
at **THE OLD STATION**, Station Road, Groombridge on **Monday 11th April 2022** at
7.30pm when it is proposed to transact the following business:

Debbie Siddle, Clerk – 4th April 2022

There is a 10-minute opportunity for members of the public to address the Council. Members of the public are encouraged to attend meetings via Zoom (access details are at the end of this agenda)

If you are unable to join via Zoom and wish to attend in person, please contact the Clerks by the morning of the meeting clerk@withyhamparishcouncil.org.uk

- 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 March 2022 be taken as read, confirmed as a correct record and signed by the Chairman.
 - 4.2. Matters outstanding from minutes (not listed as separate agenda items)
- 5. COMMITTEE MINUTES**

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

 - 5.1 Planning Committee – 14th March 2022
 - 5.2 Rights of Way Committee – 21st March 2022
 - 5.3 Planning Committee – 28th March 2022
 - 5.4 Finance & Administration Committee – 28th March 2022
- 6. TO NOTE REPORTS FROM DISTRICT and COUNTY COUNCILLORS**
- 7. WARD REPORTS**
 - (a) Groombridge Ward (Groombridge) to include branch at GMS
 - (b) Groombridge Ward (Withyham/Blackham)
 - (c) Marden's Hill Ward
- 8. GROOMBRIDGE PLAYGROUND** – update on residents' survey and fundraising
- 9. PHOENIX HOUSE** – update on refurbishment
- 10. JUBILEE PICNICS** – updates and next steps
- 11. BROADBAND AT CHERRY GARDENS HILL** – to consider request for WPC to act as Legal entity
- 12. NATIONAL ASSOCIATION OF LOCAL COUNCILS (NALC) LETTER – Support for Local Councils**
- 13. POLICIES (Recommended by March Finance & Administration Committee)**
 - 13.1 Health & Safety
 - 13.2 Responsibilities: Grass, Verges, Hedges, Trees
 - 13.3 List of Fees & Charges
 - 13.4 Risk Management Policy
 - 13.5 Pay Policy
 - 13.6 Business Continuity Plan
 - 13.7 Financial Regulations (section 4.1)

14. FINANCE

- 14.1 Note the report showing payments made to date against budgets
- 14.2 Authorise the payment of April invoices/note regular payments
- 14.3 Confirm Earmarked Reserves 2022-23
- 14.4 Note the availability of the bank reconciliation file for inspection
- 14.5 Consider quotes

15. CLERK'S REPORT

16. MATTERS OF URGENT IMPORTANCE FOR NOTING OR INCLUSION ON A FUTURE AGENDA:

- 17. DATE OF NEXT MEETING** - note that the proposed date of the next Council meeting is Monday 16th May 2022 at 7.30pm, to be held at The Parish Office unless otherwise notified by the agenda.

Zoom details

Link to join the meeting by zoom:

<https://us06web.zoom.us/j/81260525123?pwd=cGI0UFFhdW91MjJsdk4QWlYOEgvZz09>

Meeting ID: 812 6052 5123

Passcode: 706180