



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 4th September 2023** at **7pm** when it is proposed to transact the following business:

Debbie Siddle, Clerk – 29th August 2023

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

- 1. ENQUIRE WHETHER ANYONE PRESENT INTENDS TO FILM, PHOTOGRAPH AND/OR RECORD THE MEETING**
- 2. APOLOGIES**
- 3. DECLARATIONS OF INTEREST**
- 4. MINUTES**
 - 4.1. Resolve that the minutes of the Council Meeting held on Monday 10th July 2023 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**

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 – 10th July 2023
 - 5.2 Climate and Ecology Advisory Committee – 25th July 2023
 - 5.3 Planning Committee – 31st July 2023
 - 5.4 Staff & Administration Committee - 31st July 2023
 - 5.5 Planning Committee – 14th August 2023
 - 5.6 Finance Committee - 14th August 2023
- 6. REPORTS FROM DISTRICT and COUNTY COUNCILLORS**
- 7. WARD REPORTS**
 - (a) Groombridge Ward (Groombridge)
 - (b) Groombridge Ward (Withyham/Blackham)
 - (c) Marden's Hill Ward
- 8. HIGHWAYS RELATED MATTERS**
 - 8.1 Litterpicking by the highway
 - 8.2 Speedwatch update
- 9. GROOMBRIDGE POST OFFICE & SHOP – cashflow and update**
- 10. RURAL VERGES AS WILDLIFE CORRIDORS – consider feedback**
 - 10.1 To consider the draft response to the DEFRA Consultation on Hedgerows
- 11. NEW RESIDENT WELCOME CARD - reminder**
- 12. NOTE REQUESTS AUTHORISED UNDER CLERK'S DELEGATED AUTHORITY**

– Groombridge Post Office organisational structure, Use of Groombridge Recreation Ground for after school football club
- 13. FINANCE:**
 - 13.1 Note the report showing payments made to date against budgets
 - 13.2 Note payments made since July Council meeting (delegated authority)
 - 13.3 Authorise the payment of September invoices/note regular payments
 - 13.4 Receive the external Audit report (2022/23)
 - 13.5 Consider quotes
- 14. POLICIES**
 - 14.1 Child & Vulnerable Person Protection Policy (recommended by Finance Committee)

15. OUTSIDE BODIES

15.1 Note minutes from the Blackham Village Hall AGM

15.2 Consider a Councillor representative for Groombridge Scouts

16. CLERK'S REPORT – to include confirmation of date for Business Planning session

17. REPORTS FROM COUNCILLORS REGARDING MEETINGS AND TRAINING ATTENDED

18. MATTERS OF URGENT IMPORTANCE FOR NOTING OR INCLUSION ON FUTURE AGENDA (to include 'Dogs on Leads' policy at Groombridge Recreation Ground, Marden's Hill road safety, solar powered speed devices, feedback from the new Climate and Ecology Advisory Committee)

19. DATE OF NEXT MEETING - Monday 9th October 2023 at Groombridge Old Station at 7pm unless otherwise notified by the agenda

Zoom Details:

<https://us06web.zoom.us/j/86286676034?pwd=YUhxcFN0Wk5pS1NQMU0U4dTNNTU9Sdz09>

Meeting ID: 862 8667 6034

Passcode: 623096