



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 13<sup>th</sup> January 2025** at **7pm** when it is proposed to transact the following business:

Debbie Siddle, Clerk – 7<sup>th</sup> January 2025

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***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. To resolve that the minutes of the Council (ASM) Meeting held on Monday 9<sup>th</sup> December 2024 be taken as read, confirmed as a correct record and signed by the Chairman.
  - 4.2. Matters completed and outstanding from previous 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 Staff & Administration Committee – 2<sup>nd</sup> December 2024
  - 5.2 Finance Committee - 2<sup>nd</sup> December 2024
  - 5.3 Planning Committee – 9<sup>th</sup> December 2024
- 6. REPORTS FROM DISTRICT and COUNTY COUNCILLORS** - note reports received in advance of the meeting
- 7. WARD REPORTS**
  - (a) Groombridge Ward (Groombridge)
  - (b) Groombridge Ward (Withyham/Blackham)
  - (c) Marden's Hill Ward
- 8. ROAD SAFETY AND SPEEDWATCH** – receive any updates
- 9. CONSIDER THE INDEPENDENT REMUNERATION PANEL REPORT ON MEMBERS ALLOWANCES 2025/26**
- 10. POLICIES & PROCEDURES**
  - 10.1 Note the Fire Safety Advice for Staff, Councillors & Volunteers

**11. CONSULTATIONS**

11.1 Consider whether to respond to the consultation on Strengthening the Standards and Conduct Framework for Local Authorities in England

**12. FINANCE**

12.1 Note the report showing payments made to date against budgets

12.2 Authorise the payment of January invoices/note regular payments

12.3 Note the availability of the bank reconciliations file for inspection

12.4 Consider any quotes

**13. *CONSIDER WHETHER TO EXCLUDE THE PRESS AND PUBLIC FROM THE MEETING DURING CONSIDERATION OF THE FOLLOWING ITEM 14 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***

**14. WITHYHAM PARISH COMMUNITY INTEREST COMPANY – Subsidy expectations and Memorandum of Understanding**

**15. *INVITE THE PUBLIC TO RETURN TO THE MEETING IF THEY WERE EXCLUDED FOR THE PREVIOUS ITEMS***

**16. CLERK'S REPORT – including 10 years of the Amblers and Community Cafe**

**17. REPORTS FROM MEETINGS AND TRAINING ATTENDED BY COUNCILLORS**

**18. MATTERS OF URGENT IMPORTANCE FOR NOTING OR INCLUSION ON A FUTURE AGENDA**

**19. DATE OF NEXT MEETING - note that the proposed date of the next Council meeting is Monday 10<sup>th</sup> February 2025 at 7pm, to be held at The Parish Office unless otherwise notified by the agenda.**

**Join Zoom Meeting:**

<https://us06web.zoom.us/j/86942305582?pwd=0maFNtCHUoUJU28Kvk8aHbzpss4mEx.1>

Meeting ID: 869 4230 5582

Passcode: 632617