



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 8th December 2025** at **7pm** when it is proposed to transact the following business:

Kelly Gaynor, Clerk – 1st December 2025

***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 Meeting held on Monday 10th November 2025 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 Staff Committee Minutes 24.11.25
 - 5.2 Planning Committee Minutes 24.11.25
 - 5.3 Finance Committee 24.11.25
- 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. RATIFICATION OF THE CONSULTATION RESPONSE ON THE LOCAL NATURE RECOVERY STRATEGY** (Circulated for Email Approval as agreed due to deadlines)
- 9. AGREE FINANCE COMMITTEE RECOMMENDATION FOR GROOMBRIDGE POST OFFICE (WPCIC) SUBSIDY**
- 10. CONSIDER MAKING A DONATION TO CAGNE'S LEGAL CHALLENGE**
- 11. AGREE THE CONSULTATION RESPONSE TO THE AIRSPACE CHANGE PROCESS (CAP 3157)**

- 12 AGREE TO SUPPORTING AN APPLICATION FOR THE WARM HOMES LOCAL GRANT, PHOENIX HOUSE**
- 13 AGREE RENEWAL OF THE GROUNDS MAINTENANCE CONTRACT FOR 2026/2027 WITHOUT SEEKING FURTHER QUOTES**
- 14 AGREE THE RESPONSE TO THE LOCAL GOVERNMENT REORGANISATION CONSULTATION**
 - 14.1 Consultation Questions
 - 14.2 Additional response
- 15 RECEIVE AND AGREE FINANCE COMMITTEE RECOMMENDATION FOR BUDGET AND PRECEPT FOR THE FINANCIAL YEAR 2026/2027**
- 16. FINANCE**
 - 16.1 Note the report showing payments made to date against budgets
 - 16.2 Authorise the payment of November invoices/note regular payments
 - 16.3 Note payroll and pension payments figures from October
 - 16.4 Consider any quotes
- 17. STAFFING MATTERS**
 - 17.1 Note the Pending List
- 18. CLERK'S REPORT** to include Christmas opening hours.
- 19. REPORTS FROM MEETINGS AND TRAINING ATTENDED BY COUNCILLORS**
- 20. MATTERS OF URGENT IMPORTANCE** FOR NOTING OR INCLUSION ON A FUTURE AGENDA: Policies for review postponed to next meeting
- 21. DATE OF NEXT MEETING** - note that the proposed date of the next Council meeting is Monday 12th January 2026 at 7pm, to be held at The Parish Office unless otherwise notified by the agenda.

Zoom details:

<https://us06web.zoom.us/j/82433100546?pwd=UxZNPaFLbicMU4tHlGaEx7armAz8Gw.1>

Meeting ID: 824 3310 0546

Passcode: 652234