

## **ETCHINGHAM PARISH COUNCIL**

***I hereby give notice that a Meeting of Etchingham Parish Council will meet at 7.30pm on***

***Thursday 19<sup>th</sup> October 2023 in The Parker Hall***

***and you are hereby summoned to attend. Paulette Barton (Clerk to Etchingham Parish Council).***

***(Members are reminded to make any declarations of interests prior to the appropriate agenda item)***

### **AGENDA:**

- 1. Apologies for absence.**
- 2. To confirm that the minutes of the meeting held on 21<sup>st</sup> September 2023 are an accurate record and to authorise the Chairman presiding to sign said Minutes.**
- 3. Declarations of Interest – to receive any disclosure by Members if any interests in matter on the agenda in accordance with Paragraph 3u of the Etchingham Parish Council Standing Orders. Members are reminded of the need to repeat their declaration immediately prior to commencement of the item in question. (Please refer to NALC LTN80, March 2017 ‘Members’ Conduct and the registration of disclosure of their interest (England) and Guide for Councillors – March 2017 – Department for Communities & Local Government).**
- 4. Etchingham Parish Council – Dispensations – to consider any requests for Dispensations in respect of any agenda item in accordance with the Policy adopted by the Council at the meeting held on 17<sup>th</sup> May 2018 (Minute 1759a – page 323) as provided for by Paragraph 13 of the Etchingham Parish Council Code of Conduct, adopted May 2018.**
- 5. Chairman’s Announcements – to receive any announcements of information from the Chairman presiding.**
- 6. Clerk’s Report – to consider the report on matters undertaken and progress since previous meeting. Items requiring further consideration and resolution are on the following agenda.**
- 7. Public Time – to receive Reports and Comments from Elected Representatives and comments and questions from members of the public in respect of any item included on this agenda.**
  - a) East Sussex County Councillor – Eleanor Kirby-Green**
  - b) Rother District Councillors – John Barnes, Eleanor Kirby-Green**
  - c) Members of the general public**
  - d) Members of the Council (if to be excluded from the meeting)**
- 8. Parish Matters – to receive Reports and Comments with regard to local parish matters, including any matters raised by members of the public under agenda item 7, and pass any such resolutions as may be necessary.**
  - a) Village Amenities**
    - i) To consider and resolve as necessary matters regarding the Old Etchingham Stores particularly status of the river wall project.**
    - ii) To consider the Inspection Reports on Queen’s Garden and VIPER playgrounds (previously circulated) and any other Council property not covered elsewhere in this Agenda.**
    - iii) To consider Funding via Grants – Public Convenience in Queen’s Gardens – information circulated previously.**
    - iv) To consider the use of the Recording Studio/Rehearsal Room by Outreach (RVA) Youth Group – information circulated previously.**

- v) **Any other any other matters**
- b) **Children and Young People**
  - i) **To consider any Report to include Etchingham Primary School as appropriate – Cllr Turner**
  - ii) **To consider any update on ERGT fundraising – Cllr Boylett**
  - iii) **To consider any other matters.**
- c) **Highways, Footpaths and Community Safety**
  - i. **To receive any update or report on road safety matters including issues raised with ESCC Highways – Clerk. Update on drainage problems in Church Lane previously circulated.**
  - ii. **To consider and resolve the options for verge grass cutting from ESCC for 2024 – information previously circulated.**
  - iii. **To receive the monthly Reports from Cllr Boylett on the Speedwatch Scheme**
  - iv. **To receive the monthly Report from Rother Police and the PCSO – Cllr Boylett**
  - v. **To consider any other matters**
- d) **Environmental and Other - To consider any matters**
- e) **Communications – To consider any matters**

**9. Planning**

- a) **To consider and make recommendations on local planning applications as follows:**

RR/2023/1526/O Russets, Straight Mile,	Erection of replacement hay and machinery store for agricultural and equestrian use incidental to the main dwelling and engineering operations for the construction of sand school for private use.
Shortridge Farm, Sheepstreet Lane,	Demolition of existing dwelling, barn and garage to be replaced with 1x new 4-bedroom dwelling and attached garage.

- b) **Any other planning matters**

**10. Finance**

- a) **To consider and approve Qtr 2 Bank Reconciliation – previously circulated.**
- b) **Authorisation of payment of Accounts – to approve accounts for payment - (a Schedule of Receipts & payments for October will be presented at the meeting).**
- c) **Any other financial matters.**

**11. To review and approve:**

- a) **Approval and review of Codes, Policies, Statements and Protocols in order to issue the Employee Handbook, to be undertaken in monthly tranches until it is complete:**

- i) **Employee Code of Conduct (new)**
- ii) **Health and Safety Policy (compare & review)**
- iii) **Risk Management Policy (compare & review)**
- iv) **Lone Working Policy (new)**

**Documents to be distributed before meeting.**

- b) Progress report from HR portfolio holders on the Job Description and Contract of Employment for Clerk/RFO**

- 12. To consider the response for the public consultation by RDC on its Review of Polling Districts and Polling Places 2023 – information previously circulated.**
- 13. To receive Reports from and Members and Representatives passing such resolutions as may be necessary**
  - a) East Sussex Association of Local Councils – Cllr J Barnes**
  - b) Rother Association of Local Councils – Cllr J Barnes**
  - c) Any other Meetings/Conferences attended by Members or the Clerk on behalf of the Council**
- 14. Correspondence not distributed by e-mail, but requiring attention, will be specified on the agenda as appropriate or, if for information only, will be made known and available at the meeting.**
- 15. Etchingam Parish Council – Notification to Members of Council decisions**

**To inform any Members who were excluded from the meeting because of declared pecuniary interests of the decisions agreed by Council in respect of the relevant agenda item.**
- 16. Agenda items for the next meeting**



**Paulette Barton – Clerk to Etchingam Parish Council – 14<sup>th</sup> October 2023**