



I hereby give notice that you are required to attend the
ANNUAL MEETING OF BECKLEY PARISH COUNCIL on 14 May 2024 at **7.00 pm**
in the Village Centre to resolve the matters shown in the agenda below

Dated this day 8 May 2024

M. E. Philo

Clerk and RFO.

AGENDA

Beckley Parish Council has one vacancy for a resident to become a parish councillor working on behalf of their community.

Please speak to a councillor or the Clerk if you are interested.

1) Election of Chair

To take nominations with proposers and seconders. **To elect a chairman until the next annual meeting (May 2025).** Chairman to sign acceptance of office.

2) Election of Vice Chair

To take nominations with proposers and seconders. **To elect a chairman until the next annual meeting (May 2025).**

3) Public questions

A ten-minute session to allow questions (maximum 2 minutes per person) from members of the public following which they may leave the meeting if they wish but must remain silent if they stay. A further period of public question time is allowed at the end of the meeting. Names of those speaking may be recorded and reported in the minutes.

4) Apologies for absence

5) Declarations of interest

Councillors to confirm whether their register of interest is up to date or complete a new form. Furthermore, whether personal or personal/pecuniary in accordance with the current Code of Conduct regarding matters on the agenda.

6) To consider and approve the signing by the Chairman of the minutes of the meeting of 9 April 2024.

7) Adjournment of meeting for reports from County and District Councillors

(Parish Councillors to report under the specific item)

8) Reconvening the meeting.

9) Appointment of Council Representatives and any other Executive or Advisory Committee that the Council agrees should be constituted for the coming year. Nominations from councillors and voting by a show of hands:

a) **Planning Committee (to speak at a RDC planning committee)**

- b) **Parish Hall Representative**
- c) **Social Secretary**
- d) **Playground and tennis court inspections**
- e) **MUGA – bookings secretary**
- f) **Newsletter**
- g) **Tree Warden**

10) Membership of External Bodies and Council representatives by inviting nominations from councillors and voting by a show of hands:

- a) **National Association of Local councils (NALC) – (subs £74.48 already paid).**
- b) **East Sussex Association of Local Councils (ESALC) – (subs £271.16 already paid).**
- c) **Rother Association of Local Councils £40.00 pa. currently.**
- d) **Parish Online. Previously about £40.**

11) Planning

- i. Applications to consider:
 - a. **RR/2024/613/L Watermill Farm, Watermill Lane: Installation of lift and single storey extension.**
- ii. Planning Permissions Approved
 - a) RR/2024/241/P Chestnuts , Main Street: Proposed alterations to C20th utility extension, alterations to existing C20th kitchen extension including new rooflights, alterations to fenestrations and fireplace (Amendment to scheme approved under RR/2022/2122/L and RR/2022/2121/P)
 - b) RR/2024/195/L Ludley Farm, Ludley Hill: Repair and conversion of curtilage listed agricultural building to form a 3-bedroom dwelling – Withdrawn by Applicant.
- iii. Planning Applications Refused
 - RR/2024/272/P Winsford, Main Street: Construction of timber two bayed garage, timber clad with tiled roof.
 - RR/2024/177/L and RR/2024/176/P The Vines, Main Street: Replace outbuilding on the same footprint, replace and increase width of gates and widen vehicle crossover.
- iv. Enforcements and Appeals
- v. For notification only (no comment to be made)
 - a) RR/2024/690/FN Trotters Wood, Beckley: Application to determine if prior approval is required for the erection of a log cabin for storage of tools and equipment.
 - b) RR/2024/361/O Mobile Home, Hobbs Farm Oast, Hobbs Lane: Certificate of Lawfulness for the existing use of land for residential purpose including the existence of a mobile home.

12) Policies

- i. **To agree the draft Standing Orders** (circulated) – Residents can see the document on the council website
- ii. **To agree the draft Financial Regulations** (circulated) - Residents can see the document on the council website

13) Insurance

To agree to insure the council with one of the below:

- i. Clear Council (formerly BHIB - current insurers) £798.05 Current premium £660.30
- ii. Zurich TBA
- iii. Ansvar Charity and community Insurance scheme TBA

14) Finances

- i. Monthly balance and sign off:

- a. NatWest

	Current Account		Reserve Account
Running Balance 30 th April 2024	£ 567.62		£25,622.44
Receipts and payments	<u>£ 0.00</u>	Interest	<u>£ tba</u>
Running Balance 30 th May 2024	£ 567.62		
Bank statement 30 th May 2024	£ 567.62		

- b. Lloyds Bank Current account

Running Balance 30 th April 2024	£ 2,747.86
Receipts	£ 12,500 .00
Payments	<u>£ 3,003.98</u>
Running Balance 30 th May 2024	£ 12,243.88
Bank statement 30 th May 2024	£ 12,243.88

15) Highways

Kings Bank Road Closure – 24th to 25th June. From the junction of the U6415 Horseshoe Lane to the junction with the B2088 Main Street, works are a distance of approximately 1610 metres.

16) Jubilee Fields, Frog Field, Play Area, MUGA and School Field Repairs and Improvements

- i. Report on regular inspections.
- ii. Frog field Information Board
- iii. MUGA
- iv. Flooding of entrance area to field used by the school.
- v. Jubilee Field Drainage
- vi. Any other issues or comments to report.

17) Land at Budden Green

- i. Housing Needs Survey.
- ii. Flooding
- iii. Any other issue

18) Bus Shelters and Defibrillators

19) War Memorial Flower

To agree to refund flowers for the memorial up to £60 upon sight of receipt.

20) Fingerpost Maintenance

21) Finances

- i. Year End Financial Report
- ii. **To agree the asset register**
- iii. **To review and agree the Risk Management Policy** - Residents can see the document on the council website.
- iv. **To note the Internal Audit Report by Mulberry LLP**
- v. **To review and agree the Assertions of Section 1 of the Annual Governance and Accounting Report (AGAR) 2023-2024.** Chairman and Clerk to sign the AGAR. Residents can see the document on the council website.
- vi. **To review and agree the Accounting Section 2 of the Annual Governance and Accounting Report (AGAR) 2023-2024.** Chairman to sign the document. Residents can see the document on the council website.
- vii. To note that the dates for public inspection of the accounts is 3rd June to 23rd July inclusive.
- viii. Direct Debit Authority for Information Commissioners Office Payment
To agree to pay the annual fee by Direct Debit from the Lloyds Bank Account. Cllrs to sign the form. Any fee is reduced if paid by direct debit. This year the fee is £40 but a direct debit payment will be £35.
- ix. Payments for Approval.
 - £ 825.20 Clerk's Salary (including PAYE)
 - £ 18.00 Beckley Village Hall Trust – March Meeting Room Hire
 - £47.64 Refund M Philo – 365 email April
 - £26.00 M Philo- Office
 - £224.76 Mulberry LLP – internal audit
 - £18.00 Village Hall April Room Hire
 - £6.50 Village Hall – underpayment
 - £35.00 Information Commissioner's Office – Data handler registration

22) Information for Councillors (other information not covered in the items above)

23) Matters for consideration as an agenda item for the next meeting.

24) Public questions - not to exceed 10 minutes.

25) Date of next meeting – 11th June 2024 commencing 7.30pm.