



To all members of the Council, you are summoned to attend a Full Council Meeting of the Parish Council on Thursday 9th November 2023 at 19.00.

This meeting will be held at Northiam Village Hall, Main Street, Northiam

Members: Cllr Biggs, Cllr Fairbrass, Cllr Fenton, Cllr Harding, Cllr Lockett, Cllr Russell, Cllr Sargent, Cllr Schlesinger, Cllr Wadie

AGENDA

SIGNED: Nicola Ideson, Parish Clerk

Date: 2nd November 2023

Nicola Ideson

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1. **To receive and accept Apologies for Absence**
 2. **Chairman's Announcements.**
 3. **To adjourn the meeting to enable members of the public and Councillors to address the meeting.**

This is a concessionary short session and will be limited to 15 minutes. Three minutes per person will be allowed initially and only if time permits will further comments be heard. This is a 'for information' session only and no action can be taken upon those items raised.
 3. **To receive Declarations of Interest and Lobbying**

To receive any declaration by members of personal interests in matters on the agenda, the nature of the interest and whether the member regards the interest as personal, pecuniary or prejudicial under the Code of Members Conduct.
 4. **Minutes** to receive and approve for signature the minutes of the Council meeting held on 19th October 2023. Appendix A
 5. **To receive report from County Councillor.** Appendix B
 6. **To receive reports from District Councillors.** Appendix C
 7. **Finance**
 - 7.1. To receive & approve the payment report for November 2023. Appendix D
 8. **Expenditure in line with 4.1 of the Financial Regulations**

- 8.1. No expenditure
- 9. To consider installation of CCTV at the Parish Office.**
- 10. Governance**
- 10.1. To update on the corporate email addresses for councillors.
- 10.2. To consider the adoption of a Bench Policy Appendix E
- 10.3. To consider the adoption of a CCTV policy Appendix F
- 10.4. To consider the adoption of a Managing Information & Data Requests Policy. Appendix G
- 11. Outside Spaces**
- 11.1. To confirm the Grass Cutting option for 2024.
- 11.2. To agree the volunteer members responsible for traffic management on Remembrance Sunday
- 11.3. To update regarding pest control at St Francis Field.
- 11.4. To confirm that the inadequate repairs to the cemetery path have been reported and the contractor is inspecting and reporting back.
- 11.5. To confirm that the replacement front for the noticeboard can be ordered, and will need installing once received.
- 11.6. To consider the repairs required at the Allotments in accordance with the agreement.
- 12. St Francis Field**
- 12.1. To consider the drafted licence for properties to use gates exiting onto St Francis Field.
- 12.2. To discuss the progress of the change of use planning application.
- 13. Planning Applications – to consider and agree responses.**
- 13.1. **RR/2023/2154/P - Old Piggery, Crockers Lane, Northiam**
Proposal - Erect a metal storage shed within existing concrete hardstanding car park.
- 13.2. **RR/2023/2125/P - Whitehill, Rocks Hill, Northiam**
Proposal - Demolition of existing dwelling. Erection of new dwelling and alterations to existing land levels.
- 14. To report any external meetings with representatives of Northiam Parish Council – to allow members to ask any questions and to receive the minutes.**
JL to report on HELAA Meeting in June.
- 15. To report correspondence**
- 15.1. Consultation - East Sussex, South Downs and Brighton & Hove Waste and Minerals Plan Review
- 16. Reports from Councillors**
- 17. Second Session for Public Questions**
As resolved for inclusion at the July 2023 meeting, a second session for public questions or comments.
- 18. Resolution to exclude the Press and Public.**
- In accordance with section 1(2) of the Public Bodies (Admission to meetings) Act 1960 that, because of the confidential and/or sensitive nature of the business to be transacted, (may it be legal, contractual or employment issues), the press and public are instructed to withdraw.**
- 19. Leases**
- 19.1. To update on the lease of the parish office at Northiam Village Club.
- 19.2. To update on the legal documents in relation to the sewer diversion.

19.3. To update on the Bowls Club Lease.

PAYMENT SCHEDULE November 2023

Payee	Budget	Amount Gross	Amount Net	VAT	Method	Description
John O'Conner	Grass contract	£1,082.50	£902.08	£180.42	BACS	Grounds Maintenance - October
NVHT	Admin	£26.00	£26.00	-	BACS	Room Hire - October
G H Lowe	Admin	£2,240.00	£2,240.00	-	BACS	Locum Clerk (Aug-mid Oct)
N Ideson	Staff Costs	£804.10			BACS	Clerk - Oct