

FIRLE PARISH COUNCIL

Dear Councillors, you are summoned to attend a meeting of **FIRLE PARISH COUNCIL** to be held on **Tuesday 16th May 2023, 7.30pm** Firle Village Hall. *Lorna Thwaites*, Firle Parish Clerk, 10th May 2023.

To RECEIVE questions from the Public:

The first ten minutes are available for public participation before the start of the meeting. During this time, members of the public may ask questions or make representations, in respect of business on the agenda. Members of the public may only speak at other points during the meeting if they have knowledge or information that will aid the discussion and will only speak at the Chairman's discretion.

AGENDA

- 1. ELECTION OF THE CHAIR:**
 - 1.1 To elect the Chair for Firle Parish Council for the forthcoming year.
 - 1.2 The Chair to sign the Declaration of Office form.
- 2. ELECTION OF THE VICE-CHAIR.**
- 3. APOLOGIES FOR ABSENCE:** To receive and accept apologies for absence.
- 4. DECLARATION OF OFFICE, REGISTER OF INTERESTS, AND MEMBER'S CODE OF CONDUCT** to be completed and signed by all Councillors.
- 5. DECLARATIONS OF ANY INTERESTS AND TO CONSIDER ANY REQUESTS FOR A DISPENSATION WITH RESPECT TO ITEMS ON THE AGENDA,** as required by the Members Code of Conduct.
- 6. MINUTES OF THE PREVIOUS MEETING:** To RESOLVE that the minutes of the ordinary meeting of Firle Parish Council held on 11th April 2023 are a correct record and signed by the Chairman.
- 7. TO RESOLVE TO APPOINT A COUNCILLOR BY CO-OPTION TO FILL THE VACANT SEAT ON FIRLE PARISH COUNCIL.**
- 8. COMMITTEES AND WORKING GROUPS:**
 - 8.1 To AGREE any committees or working groups, to appoint members and to AGREE the arrangements for reporting back.
 - 8.2 To AGREE any individual areas of responsibility.
- 9. APPOINTMENTS TO OUTSIDE BODIES:**
 - 9.1 To RESOLVE to nominate a councillor representative to sit on the SDNP Board.
 - 9.2 To CONFIRM any councillor appointments to outside bodies.
- 10. TO CONFIRM THE ELIGIBILITY OF THE COUNCIL WITH REGARDS TO MEETING THE CRITERIA FOR THE EXERCISE OF THE GENERAL POWER OF COMPETENCE.**
- 11. REVIEW AND ADOPTION OF ORDERS, REGULATIONS AND POLICIES:**
 - 11.1 Standing Orders
 - 11.2 Financial Regulations
 - 11.3 Freedom of Information Policy
 - 11.4 Complaints Procedure
 - 11.5 Co-option Policy
 - 11.6 Document Retention Scheme
 - 11.7 Grant Awarding Policy
 - 11.8 Risk Management Policy
 - 11.9 Scheme of Delegation
- 12. TO CONFIRM ARRANGEMENTS AND LEGAL AGREEMENT WITH FIRLE VILLAGE HALL AND PLAYING FIELDS.**
- 13. INSURANCE COVER:**
 - 13.1 To RESOLVE to renew the insurance cover with BHIB by 01 June 2022 and to pay the annual premium.
- 14. FINANCE:**
 - 14.1 To RESOLVE to pay subscriptions, regular payments, and direct debits to other bodies.
 - 14.2 To AGREE banking arrangements for the year and to agree any changes to nominated signatories.
 - 14.3 To AUTHORISE payments to be made in May and to RECEIVE the bank reconciliation.
 - 14.4 To AGREE the Clerk's leave request.
 - 14.5 To AGREE the Risk Assessment for 2023 – 2024.
- 15. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR):**
 - 15.1 To RECEIVE an update on the Internal Audit
 - 15.2 To RECEIVE an update on the External Audit.
- 16. REPORT(S):**
 - 16.1 To RECEIVE reports from Local and District Councillors and the MP for Lewes.
- 17. HIGHWAYS:**

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17.1 To RECEIVE an update on Wick Street signage.

17.2 To RECEIVE an update on the request for a parking review of the verges by Firle Top car park.

17.3 To RECEIVE an update on the work to the bus stop at South Heighton.

18. PLANNING APPLICATIONS: To AGREE comments for any applications received:

18.1 SDNP 23/01569/FUL Location: Preston House Wick Street Firle East Sussex BN8 6LG Proposal: Installation of PV panels in field/garden to the west of the property

19. SUB LEASE FIRLE CRICKET CLUB:

19.1 To RECEIVE an update on the Sublease for Firle Cricket Club.

20. CORRESPONDENCE RECEIVED: To RECEIVE the following correspondence and AGREE any actions:

20.1 South Downs Local Plan Review.

20.2 Grant Award for Coronation.

21. TO AGREE ITEMS FOR THE PARISH MAGAZINE.

22. TO PROPOSE AGENDA ITEMS FOR THE NEXT ORDINARY MEETING OF FIRLE PARISH COUNCIL.

23. TO RECEIVE THE TIME AND DATE OF THE NEXT MEETING OF FIRLE PARISH COUNCIL.

24. TO CLOSE THE MEETING.