

FIRLE PARISH COUNCIL

Dear Councillors, you are summoned to attend the Annual Meeting of **FIRLE PARISH COUNCIL** to be held on **Tuesday 13th May 2025, 7.30pm** Firle Village Hall. *Lorna Thwaites*, Firle Parish Clerk, 5th May 2025.

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. 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.
- 5. MINUTES OF THE PREVIOUS MEETING:** To RESOLVE that the minutes of the ordinary meeting of Firle Parish Council held on 11th March 2025 are a correct record and signed by the Chair.
- 6. COMMITTEES AND WORKING GROUPS:**
 - 6.1 To AGREE any committees or working groups, to appoint members and to AGREE the arrangements for reporting back.
 - 6.2 To AGREE any individual areas of responsibility.
- 7. APPOINTMENTS TO OUTSIDE BODIES:**
 - 7.1 To CONFIRM any councillor appointments to outside bodies.
- 8. TO CONFIRM THE ELIGIBILITY OF THE COUNCIL WITH REGARDS TO MEETING THE CRITERIA FOR THE EXERCISE OF THE GENERAL POWER OF COMPETENCE.**
- 9. REVIEW AND ADOPTION OF ORDERS, REGULATIONS AND POLICIES:**
 - 9.1 Standing Orders
 - 9.2 Financial Regulations
 - 9.3 Members Code of Conduct
 - 9.4 Freedom of Information Policy
 - 9.5 Complaints Procedure
 - 9.6 Co-option Policy
 - 9.7 Document Retention Scheme
 - 9.8 Grant Awarding Policy
 - 9.9 Risk Management Policy
 - 9.10 Scheme of Delegation
 - 9.11 Social Media Policy
- 10. TO CONFIRM ARRANGEMENTS AND LEGAL AGREEMENT WITH FIRLE VILLAGE HALL AND PLAYING FIELDS.**
- 11. INSURANCE COVER:**
 - 11.1 To RESOLVE to renew the insurance cover by 01 June 2025 and to pay the annual premium.
- 12. FINANCE:**
 - 12.1 To RESOLVE to pay subscriptions, regular payments, and direct debits to other bodies.
 - 12.2 To AGREE banking arrangements for the year and to agree any changes to nominated signatories.
 - 12.3 To AUTHORISE payments to be made in June and to RECEIVE the bank reconciliation.
 - 12.4 To AGREE the Risk Assessment for 2025 – 2026.
 - 12.5 To be NOTIFIED of the CIL Reporting Requirements for 2024/5 and to AGREE any action.
- 13. GRANT AWARDS:**
- 14. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR):**
 - 14.1 To RECEIVE an update on the Internal Audit
 - 14.2 To SIGN the Certificate of Exemption.
- 15. REPORT(S):**
 - 15.1 To RECEIVE reports from Local and District Councillors and the MP for Lewes.
- 16. CORRESPONDENCE RECEIVED:** To RECEIVE the following correspondence and AGREE any actions:
 - 16.1 Changes to ESH Stakeholder Liaison Team.

FIRLE PARISH COUNCIL

16.2 Lewes District Air Quality Action Plan.

16.3 Sussex Police Rural Crime Team – Street Surgery Invitation.

16.4 Installation of Upgrades at Old Water Work site.

16.5 Health and Safety Concern – Firle Primary School.

17. MATTERS ARISING:

17.1 To RESOLVE to award £150 to the Firle Bonfire Society to cover the shortfall from 2024 events.

17.2 James MacCleary M.P. Summer visit, Tuesday 12th August, 6.30pm.

17.3 To AGREE the response of Firle Parish Council to the proposed car park plan.

18. HIGHWAYS:

18.1 Response from National Highways – A27 Road Closure.

18.2 A27 Drainage and Re-surfacing works.

18.3 Pothole outside village hall – Cllr Lance.

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

20. PROJECTS:

20.1 Assets of Community Value (ACV):

20.1.1 To RECEIVE the decision on the nomination of Firle Playing Fields as an Asset of Community Value – Cllr Lance.

20.1.2 To RECEIVE an update on the nomination of the Millennium Woods as an ACV – Cllr Lance.

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.