

WESTHAM PARISH COUNCIL

Stone Cross School, Adur Drive, Stone Cross East Sussex BN24 5EF
Telephone: 01323 461299 Email: clerk@westhamparishcouncil.org.uk

**You are hereby summoned to a Meeting of Westham Parish Council at
Westham Village Hall, Peelings Lane, Westham on Monday 20 November 2023 at 7.00pm**

signed: *Susan Sanders - Clerk*

Dated: 12 November 2023

AGENDA

Members are reminded that Council has a general duty to consider the following matters in the exercise of any of its functions:
Equal Opportunities (race, gender, sexual orientation, marital status, and any disability), Crime & Disorder, Health & Safety,
Human Rights and Biodiversity

Under the Openness of Local Government Bodies Regulations 2014, members of the public can film or record during a meeting

1. Apologies for absence

2. Declarations of Interest

Members and Officers are reminded to make any declarations of personal and/or prejudicial interests that they may have in relation to items on this agenda. Should any Member consider that they require a dispensation in relation to any prejudicial interest that they may have, they are asked to make a written application to the Clerk well in advance of the meeting. Notice should be given at this part of the meeting of any intended declaration. The nature of the interest should then be declared later at the commencement of the item or when the interest becomes apparent.

3. Questions from members of the public

there will be a change in the opportunity that the public have to speak on an agenda item. The public will be asked which agenda item they wish to speak on at the beginning of the meeting. If the public wish to speak they will be invited to speak for two minutes (max) at the start of the agenda item rather than at the beginning of the meeting. This will be for any or all agenda items if required

4. To receive information and raise any questions to ESCC / Wealden District Councillors present

5. Draft Minutes of the Full Council Meeting 17 October 2023 to be agreed and confirmed as a correct record and signed by the Chair

6. A verbal update on the Wealden Car Park in Peelings Lane – by the Clerk

7. A verbal update from the Peelings Lane Group regarding traffic measures in the area

8. Removal of play equipment at Cherwell Close and re-siting at Hamble Road

Councillors to discuss the removal of the play and the re-siting of equipment in equipment at Hamble Road play area. There are various options available

9. Financial Items recommended for approval:

- (i) Financial Expenditure Reports September & October 2023
- (ii) Bank statements September & October 2023
- (iii) Interim Audit Report October 2023 Councillors to note the report

- (iv) Change to Financial Regulations 4.5 – Recommendation from Internal Auditor to increase the emergency spend limit for the Clerk to £2,000 which would be sufficient for this size of Council.
- (v) Agreement for a quotation received for tree maintenance around Westham Pond
- (vi) Charge for Ordinary Parish Elections held on 4 May 2023
- (vi) NALC Pay Agreement for 2023/24 has been agreed and requires agreement to be implemented
- (vii) Parish Council staffing levels in the new year

10. Urban Grass Cutting Contract 2024

Councillors to decide from three options the urban grass cutting schedule in the parish for 2024.

These are Option 1 – Standard Cut, Option 2 – an extra four cuts, Option 3 – self delivery of grass cutting in the area

11. A verbal update on the ongoing works in Adur Park including a finishing date – by the Clerk

12. To resolve to exclude Members of the Press and Public (Public Bodies [Admission to Meetings] Act 1960