

**Minutes of the Annual General Meeting
held at The Reid Hall in Boreham Street on Wednesday 4th May 2022**

1. Present

Cllrs K Stevens (Chairman), C Paterson and W Reid.

County Councillor Bob Bowdler, District Councillor Pam Doodes, District Councillor Ray Cade, A Stevens (Clerk) and seven members of the public were also in attendance.

2. Apologies for absence

Apologies for absence were received from Cllr E Ashley.

3. Election of Chairman

Councillor Reid proposed and Councillor Paterson seconded Councillor Stevens for the role of Chairman. Councillor Stevens duly accepted the role.

4. Election of Vice-Chairman

Councillor Stevens proposed and Councillor Reid seconded Councillor Paterson for the role of Vice-Chairman. Councillor Paterson accepted the role.

5. Minutes of the Last Parish Council Meeting

The Minutes of the Full Council Meeting held on 2nd March 2022 were read, confirmed as a true and accurate record and signed by the Chairman.

6. To adopt the Standing Orders and Financial Regulations

Councillors resolved to accept the latest NALC Standing Orders and Financial Regulations which had been distributed to all Councillors before the meeting.

7. Other Areas of Responsibility

Councillors were appointed the following areas of responsibility;

Planning	Cllr Stevens
Environment North	Cllr Reid
Footpaths	Cllr Ashley
Environment South	Cllr Ashley
Highways	All
Police	Cllrs Stevens and Paterson
Communication (to include responsibility for both the website and the community distribution list)	Cllr Reid
Speedwatch	Cllr Paterson and Mr Lawrence
Tree Warden	Cllr Reid

8. To appoint Councillors to serve as Representatives of the Parish Council on the following bodies.

Councillors agreed the following appointments;

Representative to the Village Hall Trust	Cllr Reid
Wealden District Association of Local Councils	Cllr Stevens
East Sussex ALC Ltd (to attend the AGM)	Cllrs Stevens and Paterson

9. Payment of Annual Subscriptions

It was resolved that the following subscriptions and insurance will continue;

Wealden District Association of Local Councils
Sussex Association of Local Councils
Zurich Insurance
Information Commissioner

10. Bank Signatories

Wartling Parish Council resolved the cheque signatories will be Councillors Stevens, Paterson and Reid and the Clerk.

11. To approve the accounts for the financial year to 31st March 2022.

Councillors resolved;

- i: to approve the Annual Governance Statement for the financial year to 31st March 2022.
- ii: to approve the accounts, the risk management document, the asset schedule and the internal audit arrangements for the financial year to 31st March 2022.
- iii: that they are exempt from an External Audit for the year to 31st March 2022 because the Parish Council's receipts and payments for the year were each less than £25000.
- iv: the Exercise for Elector's Rights relating to the Annual Accounts will start on the 13th June 2022 and end on the 22nd July 2022.

12. Payments List

Councillors formally approved the payments list dated 4th May 2022. The list is as follows;

100975	ESALC Subscriptions	129.94
100976	HM Bookkeeping - Payroll	50.00
100977	ESCC - Verge Cutting	352.80
100978	ICO - Subscription	40.00
100979	S Goacher - Payroll	236.86
100980	A Stevens - Salary - March	372.81
100981	A Stevens - Salary - April	350.66
100982	ESCC – Pensions	206.60
100983	Team4Bookkeeping – April	12.00

13. Code of Conduct

Councillors **resolved** to re-adopt and abide by the Code of Conduct introduced by Wealden District Council under the Localism Act 2012.

14. General Power of Competence

Wartling Parish Council **resolved** that it meets the prescribed conditions for the General Power of Competence.

15. Meeting Dates for the Ensuing Year

Councillors resolved the meeting dates for 2022-2023 will be;

2022

Wednesday 6 th July	7.30pm
Wednesday 7 th September	7.30pm
Wednesday 2 nd November	7.30pm

2023

Wednesday 4 th January	7.30pm
Wednesday 1 st March	7.30pm
Wednesday 10 th May	7.30pm
Wednesday 5 th July	7.30pm
Wednesday 6 th September	7.30pm
Wednesday 1 st November	7.30pm

16. Planning

- i. Planning applications - There were no planning applications to comment on at this meeting.
- ii. Working Group Against Overdevelopment Meeting – The Chairman and Clerk attended the Working Group Overdevelopment Meeting which was held on the 8th April. The draft minutes of this meeting can be found at: <https://www.chiddingly.gov.uk/working-group-on-over-development/>
- iii. Parish Cluster Meeting – There was nothing new to report from the Parish Cluster Meeting. Councillor Stevens said he attended the Planning Panel Meeting where he was told the planning application validation process is currently taking between 5 and 6 weeks because Planning Officers are in short supply. It used to take between 3 and 4 weeks.

The meeting was suspended.

17. Brief Report from the County Councillor on matters from the County Council affecting this Parish

There was nothing new to report because updates were given at the Parish Assembly.

18. Brief Report from the District Councillors on matters from the District Council affecting this Parish

District Councillor Cade appealed to the community to help our guests from Ukraine and their hosts. There are 1200 guests from Ukraine in the pipeline, 98 have already arrived and help is needed to make them feel welcome and looked after.

Anyone with any questions or who feels they can help in anyway is invited to contact District Councillor Cade at cllr.ray.cade@wealden.gov.uk

19. Questions from Members of the Public

There were no further questions from any members of the public and the meeting was then re-opened.

20. Feasibility Study

Councillors resolved to send out the Feasibility Study via the email distribution list and invite residents to submit their preferences.

The Parish Council will then decide how best to proceed from there.

21. Co-option of New Councillor

Councillors resolved to co-opt Lynn Lewis to Wartling Parish Council. The Clerk will send Ms Lewis the appropriate documentation so that she can sign in at the next meeting.

22. Questions from Parish Councillors

The Sussex Police and Crime Commissioner has launched the Safe Space Sussex app (sussex-pcc.gov.uk) to help provide assistance to those who find themselves in a difficult situation.

IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEM ON THIS AGENDA, COUNCILLORS RESOLVED TO EXCLUDE THE PRESS AND PUBLIC UNDER THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960.

23. To consider confidential staffing matters and agree any further action

Councillors resolved to;

- i. To change payroll providers. The new payroll providers will be Team4Payroll.
- ii. That from this financial year, the Clerk's Salary Scale will be Scale 33.

There was no further business and the meeting concluded at 8.25pm.