

# Burwash Parish Council

## Full Council Meeting 8<sup>th</sup> October 2024

Burwash Parish Councillors are hereby notified that a meeting of the Full Council of Burwash Parish Council will be held on Tuesday 8<sup>th</sup> October 2024 at **7.00pm** at the Pavilion, Burwash Common.

*Emma Neil*

2<sup>nd</sup> October 2024

Emma Neil – Clerk & RFO

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## A G E N D A for 8<sup>th</sup> October 2024

**For Information Only:** Members of the Public and Press are welcome and encouraged to attend. There is no need to book to attend the meeting, everyone is welcome. There is public time at the beginning of the meeting where everyone has a chance to speak. Once the meeting has started, members of the public cannot speak, unless the meeting is paused by the Chair.

If you have a question for Councillors, please contact the Clerk to submit the question. Only items on the agenda below will form the basis of discussion and advice. Anything received post the agenda being published will be included on the next agenda for discussion. To contact the Clerk about a question please email [parishclerk@burwashpc.org.uk](mailto:parishclerk@burwashpc.org.uk).

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### 1. Public Time.

### 2. Apologies for Absence.

### 3. Disclosures of Interest.

To receive any disclosures by Members of personal interests in matters on the agenda, the nature of any such interest and whether the Member regards the interest as a disclosable pecuniary interest under the terms of the Code of Conduct.

### 4. Reports from District & County Councillors.

Cllr. Eleanor Kirby-Green and Cllr. John Barnes to verbally update Council on items of change or importance.

### 5. Accuracy of the minutes of the previous meeting.

Councillors to receive and **RESOLVE** to adopt the minutes of the Full Council Meeting held on 17-09-24 & the EGM held on 30-09-24 as an accurate record of the meeting.

**5.1** Full Council to discuss & **RESOLVE** to ratify the additional resolution made at the EGM regarding attendance at council meeting.

### 6. Finance & Administration Committee.

**6.1** Full Council **RESOLVE** to adopt the following documents:

**6.1.1** Bank statements for September 2024.

**6.1.2** Income & expenditure statements for September 2024.

**6.1.3** Bank reconciliations for September 2024.

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- 6.1.4 Statutory balance sheet.
- 6.1.5 Payments schedule for September 2024.
- 6.1.6 Insurance renewal @ £2,976.63 as per submitted (retrospective as renewal on 01-10-24).
- 6.1.7 Budget draft for 2025-26 as report submitted.
- 6.1.8 Grant request from St Philips Church for £1,500 as per submitted application.

### 7. Planning Committee.

- 7.1 Full Council to consider the planning applications below:
  - a. RR/2024/1463/P: Furnace House, Heathfield Road, Burwash Application for a two-storey annex extension.  
[To view the application please click here.](#)
- 7.2 Members of the Planning Committee **RESOLVE** to agree that the minutes of the meeting dated 12-09-24 are an accurate record of the meeting.
- 7.3 Full Council **RESOLVE** to adopt the minutes as an accurate record of the meeting.

### 8. Community & Events Working Party.

- 8.1 Council to note that there has been no meeting since the previous Full Council.

### 9. Environment & Maintenance Working Party.

- 9.1 Council to note that there has been no meeting since the previous Full Council.

### 10. Traffic & Transport Working Party.

- 10.1 Members of the Traffic & Transport Working Party **RESOLVE** to agree that the minutes of the meeting dated 30-09-24 are an accurate record of the meeting.
- 10.2 Full Council **RESOLVE** to adopt the minutes as an accurate record of the meeting.
- 10.3 Full Council **RESOLVE** to agree to the 20mph scheme for the high street.
- 10.4 Full Council to discuss and **RESOLVE** to agree the quotation and works for the high street pavers as per submitted report.

### 11. Young Parishioners.

- 11.1 Clerk to update Council on action from last Full Council to speak to BPPFA about possible solutions.

### 12. Community Hub Update.

- 12.1 Full Council to confirm the current status of the Community Hub project.
- 12.2 Full Council to confirm the next steps of the Community Hub project.

### 13. Village Hall.

- 13.1 Full Council to receive an update on the status of the Village Hall from the Clerk.

### 14. Policies.

- 14.1 Standing Orders (no changes recommended).
- 14.2 Financial Regulations (no changes recommended).
- 14.3 Scheme of Delegation (no changes recommended).

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### **15. Clerk's Correspondence.**

Clerk to provide a verbal update on recent relevant correspondence to the Clerk to include:

- 15.1** Email from Information Commissioner Office regarding a FOI request.
- 15.2** Public toilet roof.
- 15.3** Email from Council to Burwash Common & Weald Residents Association (BCWRA) & BCWRA response.
- 15.4** Emails from residents regarding the EGM.

### **16. Items for noting or including on the future agenda.**

- a.** Second draft of budget 2025-26.

### **17. Date of next meeting.**

Tuesday 12<sup>th</sup> November 2024 – 7pm – Burwash Parish Rooms.

**ENDS**