

MARESFIELD PARISH COUNCIL

REPRESENTING THE VILLAGES OF MARESFIELD, NUTLEY AND FAIRWARP



Our address

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Parish Clerk

Tony Allen

10th May 2017

Dear Councillor

Members of Maresfield Parish Council are summoned to the Annual Meeting of Council, to be held at the Maresfield Village Hall on Tuesday 16th May 2017 at 7.30pm.

A Allen – Parish Clerk

Members of the public are welcome to attend and to address questions to Councillors before the commencement of the meeting. Please notify the Clerk in advance so that any necessary arrangements can be made.

AGENDA

A. Public session:-

- a. Visit by Mr Simon Neill, Station Manager, ESFRS Maresfield TC.
- b. Any other public matters.

3001. Election of a Chairman.

3002. Election of a Vice-Chairman.

3003. To approve apologies for absence and to note other non-attendance.

3004. Declarations of interest.

3005. To receive written requests for new DPI dispensations.

3006. To Adopt Remits.

3007. To Adopt Standing Orders.

3008. To adopt Financial Regulations.

3009. To agree the number of Committees, Sub-Committees and Working Parties required:-

- i. To agree the number of Councillors to serve on Committees, Sub-Committees and Working Parties (Chairman and Vice-Chairman of Council serve on Committees ex-officio).
- ii. To agree the quorum for each Committee, Sub-Committee and Working Party.
- iii. To elect Councillors to serve on Committees, Sub-Committees and Working Parties.
- iv. To appoint Chairmen of Committees, Sub-Committees and Working Parties.

3010. To appoint representatives of Council on outside bodies:-

- i. Fords Green Management Committee.
- ii. Wealden District Association of Local Councils.
- iii. Ashdown Forest Parish Liaison Panel.
- iv. Ashdown Forest Villages Road Safety Partnership.
- v. The Uckfield Railway Line Parishes Committee.
- vi. North Wealden Community Transport.
- vii. East Sussex Association of Local Councils.
- viii. WDC Planning panel.

3011. To appoint Council representatives as follows:-

- i. Press Officers.
- ii. Tree Wardens.
- iii. Maresfield Recreation Ground Patrol.
- iv. Fords Green Patrol.

v. **Civil Protection Officer.**

3012. To appoint an additional holder of the Definitive Map (one copy held in Parish Office).

3013. To appoint signatories of cheques.

3014. To note the Chairman's Allowance.

3015. To note the Clerk's and Asst. Clerk's salary scale points.

3016. To approve Section 137 payments.

3017. To approve subscription payments.

3018. To appoint the Internal Auditor.

3019. Minutes of the previous meeting held on 18th April 2017: -

1. For adoption.

2. Matters arising from these minutes not elsewhere on the agenda.

3020. Reports by and questions to: -

1. County Councillors.

2. District Councillors.

3021. Parish Wards – issues, needs and Councillors' reports: -

1. Fairwarp Ward.

2. Maresfield Ward.

3. Nutley Ward.

3022. Council bodies - To receive minutes and decisions, followed by reports from Chairmen and any questions: -

1. Finance & Administration Committee: -

i. Month 1 2017/18 – Financial Reports.

ii. Annual Return - to approve the Annual Governance Statement for 2016/17.

iii. Annual Return - to approve the Annual Accounting Statements for 2016/17.

2. Planning Committee: -

i. Minutes of the meeting held on 13th April 2017.

ii. Draft Minutes of the meeting held on 8th May 2017.

3. Environment Committee..

4. Neighbourhood & Community Development Plan Steering Group:-

i. Minutes of the meeting held on 30th March 2017.

ii. Draft Minutes of the meeting held on 4th May 2017.

5. Road Safety Committee.

6. Maresfield Recreation Ground Committee:-

i. Minutes of the meeting held on 14th March 2017.

ii. Draft Minutes of the meeting held on 27th April 2017.

iii. Recommendation to Council that the fencing at the rear of the children's play area is replaced at a cost of £2,410 plus tree clearance.

7. Communications Working Party.

3023. Outside bodies matters:-

1. Maresfield Village Hall AGM – 6th June 2017.

3024. NWCTP – extension of the 262 Saturday bus service.

3025. Grant request from the Maresfield Village Meadows Trust.

3026. To receive a report from, and put questions to the Chairman.

3027. To receive a report from, and put questions to the Clerk.

3028. Payments to be made - for approval.

3029. Matters arising from the meeting for public communication.

3030. Arrangements for annual Village Fetes.

3031. Matters relating to Council as Trustee of Maresfield Recreation Ground (MRG).

3032. Date of next meeting – 20th June 2017 (Maresfield).