



Westmeston Parish Council

**COUNCILLORS ARE SUMMONED TO ATTEND A MEETING OF COUNCIL
TO BE HELD ON TUESDAY 2nd FEBRUARY 2021 AT 7.30pm VIA ZOOM**

A Beams

Andy Beams
Locum Clerk to the Council

27th January 2021

Join Zoom Meeting

<https://us02web.zoom.us/j/86792666410?pwd=aURtWms5QTNsNjNlVkvRDBndm40UT09>

Meeting ID: 867 9266 6410

Passcode: 180273

Members of the public have a right and are welcome to attend.

AGENDA

1. **Apologies for absence:** To receive and accept any apologies for absence
2. **Declarations of interest:** To note any declarations of interest
3. **Public questions:** To receive questions from member of the public
4. **Minutes of the previous meeting held on 12th January 2021:** To approve the minutes to be signed by the Chairman
5. **Financial matters:**
 - (a) To approve payment of the following invoices:

Payee	Reason	Amount
Spanglefish	Website hosting annual fee	£78.00
A Beams	Locum Clerk January 2021	£306.25
6. **Data Protection, Freedom of Information and Subject Access Requests:** To discuss existing arrangements and future management of requests for information
7. **Staffing**
 - (a) To discuss and agree the content of the Clerk contract of employment
 - (b) To adopt the council policies referred to in the Clerk contract of employment
8. **Westmeston Jubilee Oak:** To remind members of the background and agree how best to preserve relevant documents for the future
9. **Fly tipping:** To discuss issues on Wapple Way and agree any actions
10. **Councillor vacancy:** To understand process for advertising councillor vacancy

11. Verbal updates on items for information:

- Rural verges grass cutting trial
- Meeting regarding sheep worrying
- LDALC meeting

12. Date of next meeting: To agree the date of the next meeting and consider any agenda items for inclusion