



Westmeston Parish Council

**COUNCILLORS ARE SUMMONED TO ATTEND THE ANNUAL MEETING OF COUNCIL
TO BE HELD ON TUESDAY 16TH MAY 2023 AT 7.15PM AT WESTMESTON PARISH HALL**

P. Vidler

Paul Vidler
Clerk to the Council

10th May 2023

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

Please do not attend the meeting if you are experiencing a high temperature, continuous cough, loss or change of smell or taste, headache, sore throat or runny nose. If you require paper copies of the meeting documents, please print them off and bring them to the meeting, as we are unable to provide these.

AGENDA

1. **Election of Chairman:** Chairman to sign Declaration of Acceptance of Office.
2. **Election of Vice Chairman.**
3. **Apologies for absence:** To receive and accept any apologies for absence.
4. **Declarations of interest:** To note any declarations of interest.
5. **Public questions:** To receive questions from members of the public.
6. **Minutes of the previous meetings held on 14th March 2023 and 29th March 2023:** To approve the minutes to be signed by the Chairman.
7. **Appointment of lead members:** To agree appointments to the following:
 - (a) Planning
 - (b) Highways and Road Safety
 - (c) Rights of Way
 - (d) Westmeston Common Land, Environment and Tree Warden
 - (e) Church Corner Maintenance
 - (f) Website
 - (g) Internal Auditors
 - (h) East Sussex ALC
 - (i) Lewes District ALC
 - (j) Beacon Parishes Traffic Group
 - (k) Inter Council Housing Steering Group
8. **Standing Orders, Financial Regulations and Members' Code of Conduct:** To agree the re-adoption of these documents.

9. **2023/24 Council meetings:** To agree dates for Council meetings in 2023/24 - 11th July 2023, 12th September 2023, 14th November 2023, 9th January 2024 and 12th March 2024.
10. To agree the **2022/23 financial statement including the schedule of payments, receipts, bank reconciliation and variances.**
11. To agree exemption from a limited assurance review by the external auditor for the financial year **2022/23.**
12. **Annual Governance and Accountability Review 2022/23:**
 - (a) To receive and note report from internal auditor.
 - (b) To approve and sign AGAR section 1 Annual Governance Statement.
 - (c) To approve and sign AGAR section 2 Accounting Statements.

13. Financial matters:

- (a) To approve payment of invoices.

Payee	Reason	Amount
Cathy Mills	Church Corner maintenance March and May 2023	£70.00
Mulberry & Co	Internal Audit	£216.00
East Sussex ALC Limited	ESALC and NALC subscription	£86.42
Paul Vidler	Printer ink	£74.99

- (b) **Air Ambulance Charity Kent Surrey Sussex:** To consider request for grant.

14. Planning:

- (a) **Development opposite Westmeston Place, east of Lewes Road and Blackdog Farm east of Lewes Road:** To receive updates.
- (b) To agree a response to the following application for planning permission:

SDNP/23/01837/HOUS Downsvie House, Lewes Road
 Construction of the flat roof single-storey rear extension and installation of the dormer window in the roof of the storage area over the existing garage on the first floor.
- (c) **Inter Parish Working Group on Housing/Eton College Site/Lewes District Council Local Plan:** To receive updates.

15. Spatham Lane 40 mph Scheme: To receive updates.

16. Dignity at Work Policy and Civility & Respect Pledge: To adopt the Dignity at Work Policy and sign up to the Civility & Respect Pledge.

17. SDNPA Board elections: To consider the nomination of a councillor representative to sit on the SDNPA Board.

18. Any other information for noting: None.

19. Date of next meeting: 11th July 2023 at 6.30pm.