

FAIRLIGHT PARISH COUNCIL

Website: www.fairlight.org.uk

Clerk: Mrs Kate Darbyshire

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**To all Members of Fairlight Parish Council, County and District Councillors
Copies to parish notice boards.**

Dear Councillors,

**A MEETING OF FAIRLIGHT PARISH COUNCIL WILL BE HELD
AT 7.00 pm on TUESDAY 25th JULY 2017 at FAIRLIGHT VILLAGE HALL**

You are summoned to attend the above Parish Council meeting where the following business will be considered.

Signed:



Parish Clerk and Responsible Finance Officer

Agenda for the Annual Parish Council Meeting Tuesday 25th July 2017

- 1. Apologies for absence**
- 2. Code of Conduct and Disclosures of Interests:**
 - (a) To receive any disclosures by members, of personal or prejudicial interest in matters on the agenda
 - (b) To receive updated disclosures forms from members to be published with Rother District Council
- 3. Minutes of the Meeting of Tuesday 23rd May 2017.**
 - (a) To note and correct any matters of inaccuracy
 - (b) To approve the minutes and the Chairman to sign as an accurate record
- 4. Matters arising from the Minutes not otherwise on the Agenda**
- 5. Financial Matters**
 - (a) To consider grant application from Sussex Wildlife Trust
 - (b) To consider the monthly statement of budget against income and expenditure, and the bank reconciliation.
 - (c) To consider and approve the attached schedule of payments and receipts
 - (d) To consider subscription to RBS Software for accountancy software as per quote
- 6. Policies**
 - (a) Financial Controls Risk Assessment – to consider adopting the document
- 7. Highways and Transport Matters Report**
 - (a) To receive a report from Cllr Nick Jones.
- 8. Planning.**
 - (a) To receive the monthly report from Cllr Leadbetter (attached)
 - (b) To receive an update on Neighbourhood Planning (attached.)
- 9. Land Management.**
 - (a) To receive the monthly report from Cllr King (verbal)
 - (b) To discuss Tree Preservation Orders
 - (c) To discuss proposed work by The Conservation Team in Knowle Wood

10. Country Park and Firehills

(a) To note report from Haydon Luke on Visitor Centre

11. Fairlight and Pett Level waste and surface water managing meeting 12th June 2017 – to discuss the minutes

12. Clerk's report

13. County and District Councillors Reports - verbal

14. Correspondence.

(a) Community Governance Review for Bexhill- to respond to questions for review stage 2

(b) To note several items

15. Close of Meeting

Open Forum

16. Date of next meeting Tuesday 22nd August 2017 - 7.00 pm at Fairlight Village Hall

Schedule of payments and receipts**27th June 2017**

Payments	Gross	VAT	Notes
Mrs K Darbyshire	XXXX		June salary & expenses
Mrs V King	XXXX		June Salary
Miss T Robertson	30.00		Bus shelters invoice May 2017
Keith Robertson	102.45		Internal Audit 2016-17
AB Fire & Security	277.99	46.33	Inv 321617, 321987, 321993
Fairlight Playgroup & Nursery	500.00		Grant 2017-18
Receipts			
NatWest	0.55		Interest to 30.05.17

Please note that due to the cancellation of the Council meeting on the 27th June 2017, the above payments were paid by cheque. They were signed on the 4th July following authorisation by e-mail, by a majority of Councillors.

Schedule of payments and receipts**25th July 2017**

Payments	Gross	VAT	Notes
Mrs K Darbyshire	XXXX		July salary & expenses
Mrs V King	XXXX		July Salary
Miss T Robertson	30.00		Bus shelters invoice July 2017
Fairlight Village Hall	133.00		Hall hire Apr/May/June
AB Fire & Security	151.39	25.23	Inv 322883 & 323005
HMRC	419.41		PAYE & NIC Cont Apr/May/June
Ahs Ltd	228.00	38.00	Play bark Wood Field
Receipts			
NatWest	0.46		Interest to 30.06.17