Proper Officer/RFO: Mrs Pauline Collins

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**To all members of Fairlight Parish Council, County and District Councillors**

**Copy on website**

Dear Councillors,

**A MEETING OF FAIRLIGHT PARISH COUNCIL WILL BE HELD**

**ON TUESDAY 26TH SEPTEMBER 2023 AT 7.00 PM**

**IN FAIRLIGHT VILLAGE HALL**

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

Signed: *Pauline Collins* – Proper Officer and Responsible Finance Officer

Date: 20th September 2023

**Agenda for the Parish Council Meeting – Tuesday 26th September 2023**

1. **Apologies for absence**

(Including resolutions to accept reason for absence by Councillors)

1. **Chairman’s Report**

(Civility and respect, code of conduct, public participation etc)

1. **Code of Conduct and Disclosure of Interests**
2. To receive any disclosures by members, of personal or prejudicial interest in matters on the agenda

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1. **Public Questions in respect of items on the agenda**
2. **Minutes of Meeting held on Tuesday 25th July 2023**
3. To note and correct any matters of inaccuracy
4. To approve the minutes and the Chair to sign as an accurate record
5. **Matters Arising from the Minutes not otherwise on the agenda**
6. **County and District Councillors Reports**
7. **Financial Matters**
8. To consider and approve the attached schedule of payments and receipts for August and September 2023
9. To consider and sign the monthly bank reconciliations
10. To consider monthly budget monitoring figures (Proper Officer)
11. **Planning Committee**
12. To receive the monthly report
13. To discuss and approve the RDC proposed name for the Market Garden development – “Market Gardens”
14. **Land Management Steering Group**
15. To receive the monthly report (Cllrs Smith, Horsley, Hohenkerk and Fellows-Turnbull)

 - Cllr Smith – Wood Field and Highways

 - Cllr Horsley – Water and drainage issues including SW Pathfinder project

(b) To discuss and approve a new booking form for the use of Wood Field

(c) To discuss the condition of the pavements/footpaths on Battery Hill

(d) To approve the removal of the “meadow verge” status of the verge outside 41 Knowle Road

(e) To approve the request from Fairfest to use Wood Field on 22nd/23rd July 2024

(f) To discuss local bus facilities including changes to current services and ESCC Flexibus

1. **Community Hub Committee (Faircomm.)**
2. To receive an update on this project
3. To consider and approve the quotations for energy rating calculation contractor
4. To discuss and consider the future governing body of the Community Hub (Faircomm) project
5. **Finance and Administration Committee**
6. To receive a monthly report (Cllr Horsley)
7. To discuss and consider the necessity for an interim internal audit
8. To discuss and consider future banking options – CCLA, Unity Trust Bank, etc
9. To approve the proposed EMRs for 2023/24
10. **Drop In Social Hub Group**
11. To receive a monthly report (Cllrs Sharpe and Hohenkerk)
12. To note the receipt of a £1000 grant from Hastings Voluntary Action to purchase a freezer, microwave and food supplies
13. To approve the proposed payments to Fairlight Village Hall for storage and electricity for the freezer – £10 storage and £60 electricity per annum
14. **Parish Council Website and Facebook**
15. To receive a monthly report
16. **War Memorial Steering Group**
17. To receive an update on the project (Mr H Luke)
18. **Hastings Country Park**
19. To receive a monthly report (Mr H Luke)
20. **Policies and Practices**

To discuss and adopt the revised policies

1. Email Policy
2. Dignity at Work Policy
3. **GDPR and Data Protection Officer**
4. To discuss and consider the appointment of an external DPO
5. **Proposed New Parish Council Logo**
6. To discuss and approve the proposed new Parish Council logo
7. **Training/meetings attended**
8. **Correspondence**
9. RDC Rural Capital Community Grant Scheme
10. **Information and/or Future Agenda Items**

1. **Date of next meeting – Tuesday 24th October 2023 – 7.00 pm (to be reviewed)**
2. **Close of meeting**

**Open Forum**

Please note on 27th March 2018 under minute no 18058 it was

**Resolved** to maintain Public Questions as an agenda item, to reinstate the Open Forum but with conditions – Time limit for the Forum and individuals, refer the public to the correct path/place to pursue issues, maintain respect for Councillors and members of the public at all time and emphasise that no decisions can be made unless the item(s) are placed on the agenda.