

Wickhambreaux Parish Council

Parish Clerk: Chenice Howard-Sparkes,
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TO: ALL MEMBERS OF WICKHAMBREAUX PARISH COUNCIL

Councillors are hereby summoned to attend the Annual General Meeting of the Wickhambreaux Parish Council on **TUESDAY, 17 MAY 2022** at Wickhambreaux Village Hall at **7.30pm** for the transaction of the business described in the following Agenda.

CHENICE HOWARD-SPARKES, CLERK TO THE COUNCIL

Under Appendix A of the Parish Council's Standing Orders, all councillors and members of public should announce at the start of the meeting whether they wish to record the meeting. A copy of the Standing Orders and Appendix A are available to view on the Parish Council's website or the Clerk can provide a copy on request.

A G E N D A

1. Election of Chairman for the Council year 2022-2023
2. Election of Vice-Chairman for the Council year 2022-2023
3. Election of members to Committees and Groups for the Council year 2022-2023
4. The Chairman's opening remarks and apologies for absence.
5. Declarations of Cllrs' Interest and amendments to the Register of Interest.
6. To confirm the Minutes of the last meeting held **19 April 2022**
7. To report matters arising from the Minutes
8. Reports from County and City Councillors and PCSO
9. TO CONSIDER Highways matters
 - (i) A257 Group update

10. Planning:

New Applications:

CA/22/00825	1- 6 Spicers Place, Wickhambreaux	Fire compliant bin store, to the front of the building
CA/22/00905	The Old Stone House, The Green	Application for Listed Building Consent for external alterations including removal of cement mortar to external elevations and replacement with lime mortar, and replacement of eroded brick and stone.

Awaiting Decision:

CA/21/02165	The Pear Orchard, Hawthorn Bungalow And Altona, The List	5 no. two-storey detached dwellings and 2 no. single-storey detached dwellings following demolition of 2 no. existing dwellings.
CA/22/00070	Wickham Court, The Green,	Change of use of from stable block to residential accommodation together with roof extension, garden room, installation of side gate and front railings.
CA/22/00071	Wickham Court, The Green	Application for Listed Building Consent for external and internal alterations including renovation of former stable block to provide ancillary accommodation, together with roof extension, garden room, installation of side gate and front railings.

11. TO RECEIVE an update on The Queen's Platinum Jubilee Celebrations
12. Annual Return 2021-2022
TO RESOLVE that Wickhambreaux Parish Council meets the criteria for 2021-2022 to be an exempt authority, and wishes to be an exempt authority, not subject to a PKF Littlejohn LLP review for that year
- TO DISCUSS, TO RECEIVE, CONSIDER AND APPROVE the Annual Governance and Accountability Return (AGAR Form Part 2) for the financial year ended 31 March for submission to PKF Littlejohn:
- Section 1 : the Annual Governance Statement – TO RESOLVE to accept Section 1 in advance of approving Section 2 - and section 1 to be signed by the Chairman and the Minute No. subsequently noted
 - Section 2 : the Accounting Statements – TO RESOLVE to approve Section 2 – and when resolved Section 2 should be signed by the Chairman (and the subsequent Minute No entered later)
13. TO RECEIVE reports:

Tree Representative

CA/22/00903	Wickham Court The Green	T1 - Holm Oak - front left of house - reduce by 3m, T2 - Sycamore - located to rear of property - to remove overhanging growth up to 8m, T3 - Sycamore - located to rear of property - to remove overhanging limbs up to 5m, G1 - Yew/Holly - located opposite outbuilding to rear of house - to reduce width of hedge by 2m, G2 - Hedge- located opposite outbuilding to rear of house to reduce height to 2.4m (8ft) and reduce width by 2 m
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KALC
Village Hall Committee
Playing Field Committee
Village Greens
Flood Protection
Footpaths
Website

14. Financial matters, including Precept, Concurrent, bank statements and authorisation of accounts
- (i) To authorise payments for:
- May 2022 Payments**
- KALC – Advance Planning Training 23 April 2022 - £60.00
- Chenice Howard-Sparkes – Reimbursement for replacement defibrillator electrode pads and batteries for village hall defibrillator
- Zurich Municipal – Parish Council Insurance 2022-2023 - £423.96
- Majestic Garden Care – Playing field maintenance April 2022 – £180.00
- Chenice Howard-Sparkes – Reimbursement for ink cartridges - £48.80
- Chenice Howard-Sparkes – Clerk Salary May 2022
- Lyssi Varghese – Village Hall Cleaner Salary May 2022
- HMRC – Employee and PAYE May 2022

15. Clerk report and Correspondence

16. Any Other Business

Dates of future meetings: 19 May APM, 21 June, 19 July, No meeting in August,

20 September, 18 October, 15 November, No meeting in December