

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 a meeting of the Wickhambreaux Parish Council on **TUESDAY, 21 MARCH 2023** 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. The Chairman's opening remarks and apologies for absence.
2. Declarations of Cllrs' Interest and amendments to the Register of Interest.
3. To confirm the Minutes of the last meeting held **20 February 2023**
4. To report matters arising from the Minutes
5. Reports from County and City Councillors
6. TO CONSIDER Highways matters
 - (i) A257 Group update
7. Planning:

New Applications:

CA/23/00348	Puxton Farm, Puxton Farm Road	Application for listed building consent for replacement of 4 casement windows on side elevation with double glazed, flush casement timber windows.
CA/23/00327	Closes House, Grove Road	Single storey rear extension following demolition of conservatory.

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/22/01530	Land To The North Of The Quaives Retreat, Seaton Road	Retrospective change of use of land for up to 20 bell tents together with a temporary toilet block, covered cooking area, bar and associated parking
CA/22/02508	Ivy House, Stodmarsh Road	Replacement outbuilding to form workshop and studio.
CA/22/02575	Ivy House, Stodmarsh Road	Application for Listed Building Consent for external and internal alterations including replacement fireplaces to ground floor, removal of arched brick over fireplace, replacement front door and rear door from timber to timber, removal of balustrade and handrail, extend partition to attic floor and replacement gable end windows from timber to timber to side elevations.

8. TO DISCUSS and CONSIDER payment in lieu to the Village Hall Committee in advance of small capital works to the toilets

9. TO DISCUSS and CONSIDER first draft of Procurement Policy
10. TO DISCUSS and CONSIDER request to move footpath map onto the small green
11. TO AGREE a date for Annual Parish Meeting and DISCUSS preparations
12. TO REVIEW the following policies:
 - (i) Standing Orders
 - (ii) Financial Regulations
 - (iii) Office and Finance Risk Assessment
 - (iv) Statement of Internal Control
13. TO RECEIVE reports:
 - Tree Representative
 - 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:
March 2023 Payments
Open Spaces Society – Annual Subscription - £45.00
Chenice Howard-Sparkes – Clerk Salary March 2023
HMRC – Employee and PAYE March 2023
15. Clerk report and Correspondence
16. Any Other Business

Dates of future meetings: 18 April, 16 May, 20 June, 18 July,

No meeting in August, 19 September, 17 October, 21 November, No meeting in December