

FRAMFIELD PARISH COUNCIL

Clerk:
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"Highlands"
Blackboys
East Sussex
TN22 5LR

14 June 2011

Dear Councillor

May I please remind you that the next meeting of the Parish Council will be held in the **Memorial Hall, Framfield, on Tuesday, 21 June 2011 at 7.30 pm.**

Yours sincerely



AGENDA

Members of the Public will have the opportunity to address the Parish Council prior to the commencement of the meeting at 7.30 pm for a maximum of 15 minutes. This will be followed by reports from County and District Representatives – if present.

1. Apologies for Absence

2. Declarations of Interest – Councillors to give notice of declarations of personal and prejudicial interests in respect of items on this agenda.

3. Approval of the Minutes of the last meetings (29 March/17 May 2011)

4. Matters Arising from the Minutes

Most items will be dealt with under subsequent headings.

5. Correspondence received since last meeting

The majority of correspondence is dealt with other relevant items of the agenda.

- Jill Hunt – petition to ESCC.
- Jane Baylie – resident of Palehouse Common.
- Corinne Urben – request from the WI.

6. Finance and General Purposes:

- Minutes from the FGP Committee meeting (covering PC and Trusts) held on 7 June 2011 – copy attached. The FGP Committee recommends to Full Council to resolve agreement on the following items, detailed in full in the FGP minutes. Copies of the relevant papers are attached.
 - Freedom of Information publication – revised document to include a charge of 10p per single-sided A4 sheet of paper.
 - Standing Orders – revised.
 - Financial Regulations – revised.
 - Committees – Terms of Reference.

- Formal approval of the accounts for the year ending 31 March 2011 and Statement of Assurance in line with the audit regulations – papers attached.
- Transfer of £1,000 of earmarked funds to each Trust account for the refurbishment projects. The amount will have deducted any monies already expended.
- Formal staff job descriptions and contracts (can be viewed on request).
- Regularise position of Caretaker in both Halls.
- Review of Charity Dividends.
- Obtain an architect's drawing for the refurbishment of the Blackboys Pavilion.
- Emergency works to the Memorial Hall.
- Streetlight repair.
- The VAT position and Gift Aid on the Blackboys/Framfield refurbishment projects.
- Schedule of expenditure as at 31 May 2011 – attached.
- Formal ratification of the April, May and June 2011 payments/disbursements as detailed on the report to be circulated at the meeting.

7. Reports from Committees:-

- **Planning** - the Planning Committee minutes for the meeting held since the last full PC meeting have been circulated. The next meeting is scheduled for Wednesday, 29 June 2011 - agenda to follow.
- **Environment** – the next meeting is scheduled for Wednesday, 10 August 2011.
- **Refurbishment Projects**
 - Blackboys.
 - Framfield.

This will be removed from subsequent PC agendas and dealt with by the Trusts.

8. Reports from Representatives:

- **Schools:**
 - Framfield.
 - Blackboys.
- **WDALC/SALC**

9. Any Other Business at the Discretion of the Chairman.

10. Date of Next Meeting, Tuesday, 26 July 2011 at the Village Hall, Blackboys, commencing at 7.30 pm.