



# Fittleworth Parish Council

Members of the Parish Council

All members of the Council are summoned to a meeting of

**Fittleworth Parish Council**

The meeting will be held at

**The Sports Pavilion, Fittleworth**

**on**

**Monday 19<sup>th</sup> February 2024 at 7pm**

Members of the Public - Members of the public are very welcome to attend and will be given the opportunity to speak at item 6 on the agenda. There will also be reports from District and County Councillors.

Rachel Gorvin, Parish Clerk, On behalf of Fittleworth Parish Council  
14<sup>th</sup> February 2024

## AGENDA

1. **Apologies for absence** – to receive and approve apologies for absence
2. **Minutes of the last meeting** – to consider for approval the minutes of the meeting held on 15<sup>th</sup> January 2024.
3. **Crime** – to receive a report from NPT meeting
4. **County Councillor reports** – to receive a report and update on County matters.
5. **District Councillor reports** – to receive a report and update on District matters.
6. **Public questions** – to receive questions and comments from members of the public.
7. **Declarations by Council Members of personal or prejudicial interest** – to receive any declarations of interest as defined under the Localism Act 2011.
8. **Clerk report** – to receive and review a report from the Clerk and to discuss any recommendations.
9. **Finance**
  - a) **Financial Reports** – to review ytd Financial Reports.
  - b) **Payments** – to receive details and agree payment of outstanding invoices.
10. **Planning**
  - a) Planning Committee Agenda – to receive the draft minutes of the planning committee meeting held on 1<sup>st</sup> February 2024
  - b) Planning Committee Recommendations – to receive, discuss and agree any recommendations from the planning committee including **SDNP/24/00197/FUL Meadow Farm**.
11. **Hesworth Common** – to receive a report from the Hesworth Common Management Working Group (HCWMG) with the following resolutions;
  - a) To resolve to disband the HCWMG
  - b) To resolve to form a Hesworth Common Management Committee (HCMC) (and appoint a Chair and Committee Members)
  - c) To resolve to accept proposed Terms of Reference for HCMC.
  - d) To resolve to form a Birchwalks Woods Management Working Group (BWMWG). (and appoint a Chair and Working Group Members)

- e) To resolve to accept proposed Terms of Reference for BWMWG.
- f) To resolve to accept the Countryside Stewardship Agreement offer (2024-2033)

- 12. Annual Parish Meeting** – Friday 8<sup>th</sup> March to discuss arrangements and agree format. To agree funding of information boards.
- 13. Policy document reviews** – to discuss and agree adoption of reviewed policies.
- a) Financial Regulations
  - b) Standing Orders
  - c) Grievance Policy
  - d) Data protection Policy
  - e) Complaints procedure
  - f) Disciplinary Policy
  - g) Equality Policy
  - h) Financial Pensions Discretion Policy
  - i) Footpath Charter
  - J) Freedom of Information Procedure
  - k) Media and Communications Policy
  - l) Members Allowance Policy
  - m) Model Councillor Code of Conduct
  - n) Risk Management Policy and Risk Assessment
  - o) Sickness and absence policy
- 14. Working Groups** – to receive updates (if applicable) from the following
- a) Community Hub Working Group
  - b) Communications Working Group
  - c) Save the Swan Working Group
  - d) Maintenance Working Group
  - e) Highways and Traffic Working Group
  - f) Hesworth Common Management Working Group
  
  - g) Birchwalks Wood
  - h) Tree Warden
  - i) Footpaths
  - j) Village Hall and other Outside Bodies
  - k) Flood Resilience Working Group
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- 15. Sports Pavilion** – to receive an update.
- 16. Correspondence** – to review, comment and where necessary take action on letters, emails and reports written or received by the Parish Council since the last meeting
- 17. Chair's Announcements** – to receive any announcements from the Chair
- 18. Matter Raised by Councillors** – to receive any items of note or for submission as future agenda items.
- 19. Date of next meetings** – to agree date and location for the next meeting.