

Balcombe Parish Council

The next meeting of Balcombe Parish Council will take place on

5 May at 8.00 pm on Zoom

Jemma McCarthy/Clerk to the Council

All interested parties are invited to attend – please register with Parish Clerk to obtain access details.

01444 811 833 / parish.clerk@btconnect.com

1. Election of Chairman by the Councillors and to receive the Chair's Declaration of Acceptance of Office
2. Election of Vice Chair by the Councillors and to receive the Vice-Chair's Declaration of Acceptance of Office
3. To receive Councillors' Declarations of Acceptance of Office & undertakings to observe the Code of Conduct (emailed)
4. To confirm Councillors' receipt of Register of Interests Form (to be completed /returned to the Clerk within 28 days)
5. Election of Responsible Finance Officer
6. Public Participation
7. Declarations of personal or pecuniary interest
8. Apologies for absence
9. To approve the Minutes of the Meeting held on 22 April 2021
10. Matters currently being pursued, report from the Clerk
 - Planning

NUMBER	Site/ ADDRESS	Proposal	COMMENTS
DM/20/2270	Bowders Farm Haywards Heath Road	Lawful Development Certificate -Proposed engineering operations to increase the height and capacity of an existing dirty water lagoon. This is an application to establish whether the development is lawful. This will be a legal decision where the planning merits of the proposed use cannot be taken into account.	MSDC Deemed Lawful

11. Urgent Matters – items not on the agenda that the Chairman is of the opinion should be considered as a matter of urgency
12. Update on the legislation to hold remote meetings & review of emergency measures as adopted in March 2020
13. Planning - to consider the following applications

NUMBER	Site/ADDRESS	Proposal	BPC Cllr
DM/21/0805	Ferndale Deanland Road	<u>(Amended plans received 23/04/2021) Single storey rear addition and conversion of garage.</u>	SG

14. To consider Planning applications received after publication of Agenda
15. To review and confirm Standing Orders and Financial Regulations
16. Confirmation of arrangements for insurance cover in respect of all insured risks
17. Financial
 - a) April Cash Book Receipts & Payments
 - b) To sign off the draft Accounts 20/21 for submission to external auditor
 - c) To appoint Rosy Telford as Internal Auditor for 21/22
 - d) Appoint the Working Group to carry out annual review of internal control systems
 - e) Review and Confirmation of Variable Direct Debits and payments by standing order

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- f) Confirm Financial Responsibilities of the Clerk/RFO, Fixed Assets,
- g) Review Risk Assessment
- 18. To approve the following Council policies:
 - a) Code of Conduct,
 - b) Media Policy,
 - c) Reserves Policy,
 - d) Child Protection Policy
 - e) Grant policy
- 19. To determine the date, time and place of ordinary meetings until the end of 2022.
- 20. Review of representation on or work with external bodies – Balcombe Fete, West Sussex ALC, Mid Sussex ALC
- 21. To confirm annual subscriptions: CPRE, NALC & WSALC, AiRS
- 22. To receive an update from: Recreation, play and youth, halls, NP and infrastructure spending, Traffic, Outside Groups, Environment and well being, Admin and Assurance,
- 23. Correspondence
- 24. Exchange of Information

THE NEXT REGULAR MEETING OF THE COUNCIL WILL BE ANNOUNCED AFTER THIS MEETING