



# BREDE PARISH COUNCIL

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Councillors are summoned to a meeting of Brede Parish Council will be held on **Tuesday 30<sup>th</sup> November 2021 at 7.30pm** in Trinity Methodist Church Hall, Udimore Road, at which business as laid out in the agenda will be discussed subject to the standing orders of the Council.

*Please note that face coverings will need to be worn (unless exempt) by those entering the venue to attend this meeting. The meeting is open to the public but please continue to social distance.*

*Tracy Dixon,*

Brede Parish Clerk and Responsible Finance Office  
Published 24<sup>th</sup> November 2021

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## AGENDA

- 1. Public Question Time.**  
Public question time will last up to 15 minutes. Each speaker is limited to 2 minutes. The business of the meeting will start immediately after public question time or at 7.45pm, whichever is earlier.
- 2. Apologies for Absence.**
- 3. a) Disclosure of Interests** – To receive any disclosure of interest by a Councillor or Officer of personal interests in matters on the Agenda, the nature of any interest and whether the member regards the interest as prejudicial under the terms of the Code of Conduct.  
**b) Dispensation Requests.** – To receive any requests for dispensation declared under the disclosure of interests.
- 4. Minutes.**
  - a. Extra-Ordinary Council Meeting minutes from 14<sup>th</sup> September 2021 107/2021 - 110/2021
  - b. Full Council Meeting minutes from 26<sup>th</sup> October 2021 139/2021 - 161/2021**RECOMMENDATION: To approve and sign the minutes as listed above**
- 5. Update on Works in progress and Clerks report.** To receive the report from the Clerk
- 6. Correspondence.** To receive any correspondence and decide on any responses required.
- 7. Reports from the District and County Councillors.**
- 8. Finance.**
  - a. Accounts to end of October.
  - b. Payment Schedule for November.
  - c. Movement of budget and reserves. The RFO recommends movement of some of the budget figures and reserves as circulated.**Recommendation**
  - a) to approve the accounts to the end of October**
  - b) to approve the schedule of payments for November**
  - c). To approve the movements between budget headings and reserves as circulated.**



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**9. Proceedings and reports of Committees and Working Parties.**

- a) Recreation Ground & equipment
- b) Village Hall
- c) Footpaths
- d) Seats, trees, bus shelters, bins and hedges.
- e) Community Hall/Pavilion.
- f) Newsletter.
- g) Speed Watch

**Recommendation: To receive the reports and consider if there are any future agenda items required.**

- 10. Policies to adopt.** The following policies have been written or reviewed and circulated for councillors to consider
- Child Protection and Vulnerable Persons Policy
  - Co-option Policy
  - GDPR Policy

**Recommendation: To adopt the policies as listed**

- 11. Play Equipment Repairs.** To consider quote from Safeplay for the repairs to the play equipment as per the supporting paperwork.

**Recommendation: To approve the repairs**

- 12. Play Equipment quarterly Inspections and Yearly Inspection.** To consider the quotes for quarterly and yearly inspections, (see supporting paperwork), and consider a schedule for weekly inspections.

**Recommendation: To approve a quarterly inspection and a yearly inspection of the play equipment, and a schedule for weekly inspections.**

- 13. Grass Cutting Contract for 2022.** To consider the quote from Countryman's for the grass cutting for 2022, see supporting paperwork.

**Recommendation: To approve the quote.**

- 14. Quotes for a new design for a Pavilion on the Recreation Ground.** To consider asking three architects for a quote to design and draw plans for a timber pavilion.

**Recommendation: To approve the clerk to request three quotes.**

- 15. Date for Parish Assembly and format.** To consider a date and decide on the format.

**Recommendation: To set the date and approve the format for the 2022 Parish Assembly.**

- 16. Dates for shield awards and Garden Competition.** To consider the dates for the Shield Awards and the Garden Competitions and formats

**Recommendation: To set the dates and formats.**

- 17. Items for noting or including on future agendas.**

Items for the next agenda to be submitted to the Parish Clerk 7 working days before Parish Council meeting. Clerk has final say if to be included in next agenda.

- 18. Date of scheduled next meeting – Full Council Meeting 25<sup>th</sup> January 2022 7.30pm at Trinity Methodist Church Hall.**

(Planning meetings will be called when required)