



BREDE PARISH COUNCIL

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Councillors are summoned to a meeting of Brede Parish Council will be held on **Tuesday 31st May 2022 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.

Tracy Dixon,

Brede Parish Clerk and Responsible Finance Office
Published 24th May 2022

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. Full Council Meeting minutes from 26th April 2022 13/2022 - 37/2022
RECOMMENDATION: To approve and sign the minutes as listed above
5. **Update on Works in progress and Clerks report.** To receive a report from the Clerk
6. **Chairs Report.** To receive a report from the Chair.
7. **Correspondence.** To receive any correspondence and decide on any responses required.
8. **Report from the County Councillor.**
9. **Finance.**
a. Accounts to end of April 2022
b. Payment Schedule for May.2022
Recommendation a) to approve the accounts to the end of April 2022
b) to approve the payment schedule for May 2022
10. **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.



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- f) Newsletter.
- g) Speed Watch

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

- 11. Update on plans for the Jubilee.** To discuss any update on plans for the Jubilee weekend

Motions for Consideration

- 12. Black Cat Recording Device bookings.** To discuss the site for which the Black cat is required following updated costs received.

Recommendation: To approve the sites and bookings and costs.

- 13. To discuss the removal of the boat from the Recreation Ground due to Health and Safety Issues.** Following the failure of a safety inspection, and erection of Heras safety fencing, which was immediately being breached, the boat was removed as an urgent action under Health and Safety.

Recommendation: To ratify the decision to remove the boat, at a cost of approximately £1600.

- 14. Improvement of Highways Signage** To consider the need to improved signage in the parish, particularly the crossroads, and ways of achieving this.

Recommendation. To approve making Highways Signage a working group to be led by Cllr Fotheringham

- 15. Newsletter.** To consider the first draft of the Newsletter and discuss any changes required. Remaining pages to be filled with Jubilee Weekend reports

Recommendation. To approve the first draft and completion of the newsletter by the clerk, final edition to be circulated for comments before printing.

- 16. .gov.uk emails and Office 365** To consider the move to Office 365 for the clerk, and .gov.uk email addresses, Item deferred from last meeting.

Recommendation. To approve Office 365 and backups for the clerk and .gov.uk emails for clerk and all councillors

- 17. Annual Play Equipment inspection.** Quote received from TMPI for the Annual Inspection.

Recommendation. To approve TMPI to carry out the Annual Inspection in August at a cost of £215.

- 18 Pavilion Design.** Baker Architectural had been approved to design an alternative pavilion once a prefab option had been investigated. Still no quote from the prefab company, so to consider now going ahead with the architect.

Recommendation. To approve the clerk contacting Barker Architectural and the design process to commence

- 19. 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.

- 20. Date of scheduled next meeting –**

Full Council Meeting 28th June at 7.30pm in the Trinity Methodist Church Hall
(Planning meetings will be called when required)