

# LONG MAN PARISH COUNCIL

[www.longmanpc.org](http://www.longmanpc.org)

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4 July 2023

Members of Long Man Parish Council are summoned to the Parish Council Meeting to be held on Monday 10 July 2023 at 7.30pm in the Village Hall, The Street, Wilmington.

Members of the public & press are welcome to attend.

Signed: *Jeanne E Peterson*

Clerk to Long Man Parish Council

## AGENDA

1. Chairman's welcome.
2. Attendance & apologies for absence.
3. Declarations of interest in any item on the agenda.
4. Public discussion: A period not exceeding 15 minutes is available for the public to express a view or ask a question on relevant matters on the agenda.
5. Minutes of the Annual Meeting of the Council and the Annual Parish Assembly both held on 15 May 2023 to be agreed and signed as a true record.
6. Matters arising from the Minutes of 15 May 2023 not covered elsewhere in the agenda.
7. Reports from other bodies:
  - 7.1 County Councillor Stephen Shing
  - 7.2 District Councillor David Greaves
  - 7.3 MP Maria Caulfield
  - 7.4 Tree Warden Alison Cotton
8. Reports from Parish Councillors:
  - 8.1 Folkington
  - 8.2 Milton Street
  - 8.3 Wilmington
9. Finance:
  - 9.1 To acknowledge the finance report as circulated by the clerk
  - 9.2 To approve and authorise the accounts payable as detailed on the payment list
  - 9.3 Grant requests:
    - i. Cuckmere Flood Forum
    - ii. Wealden Citizens Advice Bureau
  - 9.4 Councillor expenses
  - 9.5 Update on banking arrangements
  - 9.6 LMPC mobile phone update on contract arrangements
  - 9.7 CIL funds – to agree the next steps in deciding how to select a project

10. Website Provision - In order to conform with Data Protection and Accessibility requirements the council's website must be updated to comply with current regulations for local authority sites. The current annual subscription expires in January 2024. The council is asked to consider the alternative options, and authorise the clerk to commission an agreed UK based provider who specialises in providing all that is legally required, along with IT support. The objective is to have the new site prepared and "populated" ready for launch by January 2024. Information has been circulated on the following providers:
  - i. Netwise
  - ii. Aubergine
  - iii. Narke Design
11. Clerk's general update:
  - 11.1 Correspondence
    - i. Wilmington Footpaths
  - 11.2 Maintenance:
    - i. Wilmington BT phone box
    - ii. Milton Street notice board pin board
12. Communications – To consider ways in which the council can improve communications in clarifying its role within the parish and by what methods this can be shared with residents:
  - 12.1 Scheme of Delegation: To consider the draft document as circulated and approve the Scheme subject to any agreed amendments.
  - 12.2 To consider how established village social media links can be used to share information, outgoing only, about council activities within data protection/GDPR regulations
  - 12.3 To consider whether appointing "lead" members on specific topics could enhance community relations and improve councillor involvement, and if agreed to decide on the subject areas to cover e.g.
    - i. Planning (ref item 13.2)
    - ii. Footpaths & Rights of Way
    - iii. Trees (in liaison with the Tree Warden)
    - iv. Communications between council and parish residents
    - v. Village Hall Committee
  - 12.4 To consider organising a "meet the council" event and agree any actions
13. Planning:
  - 13.1 To receive a planning update report as circulated by the clerk, and to discuss & comment on new applications received. To agree on any other relevant actions.
  - 13.2 To note the draft Processing Planning Applications document as circulated by the clerk. The council to consider and agree on any changes of practice, such as appointing individual councillors as "lead" in dealing with future applications, and to approve the process as policy.
14. Feedback since the last council meeting from councillors attending or receiving reports from external meetings as representatives of the Council:
  - 14.1 A27 East of Lewes "Open for Traffic" event
  - 14.2 WDALC Meeting to be held 12 July 2023. To agree attendance.
15. Date of next meeting: Monday 11 September 2023 at 7.30pm