

LONG MAN PARISH COUNCIL

www.longmanpc.org

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5 March 2024

Members of Long Man Parish Council are summoned to the meeting of Long Man Parish Council to be held on Monday 11 March 2024 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 - resolution required to note apologies

3. Declarations of Interest

3.1 Councillors are reminded to declare any interests on any items on this agenda in accordance with Long Man Parish Council's Code of Conduct

4. Minutes – resolution required 4.1

4.1 To **resolve** that the minutes of the Long Man Parish Council meeting held on 8 January 2024, be taken as read, and confirmed as a correct record and signed by the Chairman.

4.2 Matters arising from the Minutes of 8 January 2024 not covered elsewhere in the agenda.

5. 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 in accordance with the council's Standing Orders

6. Reports from other bodies – written reports taken as read:

- 6.1 County Councillor Stephen Shing – report circulated
- 6.2 District Councillor David Greaves
- 6.3 MP Maria Caulfield –reports circulated February & March
- 6.4 Tree Warden Alison Cotton – report circulated
- 6.5 PCSO – if available

7. Reports from Parish Councillors:

- 7.1 Folkington
- 7.2 Milton Street
- 7.3 Wilmington

8. Emergency & Resilience Planning - resolution required 8.1 & 8.2

8.1 To receive any updates regarding the recent failed water supply to areas in the parish and to agree what elements of parish council involvement for future situations could be incorporated into the emergency plan.

8.2 To receive the first draft emergency plan documents as circulated. To agree on the terms for the next steps in moving forward with the plan taking into account item 8.1

9. Finance: Resolution required 9.2, 9.4 and 9.5

- 9.1 To note the financial reports as circulated by the clerk:
 - i. Bank reconciliations & reserves update January & February
 - ii. Budget v Actual Quarterly Report to end of February 2024
- 9.2 To consider and authorise the accounts payable detailed on the payment list as circulated
- 9.3 CIL funds - update on proposed safety lights at the Wilmington Village Hall grounds
- 9.4 To receive and approve the draft Financial Risk Assessment which mitigates the council's risk in regard to its management, reporting and control on financial matters.
- 9.5 To authorise the clerk to engage the Internal Auditor for the assessment of the parish council accounting records before presentation of paperwork to council for approval at the May meeting ready for submission to external auditor.

10. Highways: Resolution required 10.2 and 10.3

- 10.1 A27 - To receive an update on reported issues to date and any follow up from the meeting with LMPC members, MP and Highways
- 10.2 Strengthening Local Relationships (SLR) – These meetings can be arranged twice a year between ESCC Highways and Parish Council members to address local highway maintenance issues and traffic safety. LMPC to consider establishing this link and agree set up of the first meeting.
- 10.3 Sussex Safer Roads Partnership – To consider engagement with the partnership with the aim to measure and note traffic speeding & other incidents in the parish and agree next steps.

11. Clerk's general update:

- 11.1 Correspondence
- 11.2 Maintenance
 - i. Asset Check – update
 - ii. Milton Street Green – update on remedial tree works
 - iii. Milton Street phone box paint

12. Communications & Policies: Resolution required 12.1

- 12.1 Grant Giving Policy: To receive a draft policy for consideration as a uniformed approach to managing grant requests from council funds from 2024/2025 onwards. To approve the draft for adoption subject to any agreed amendments.

13. Planning: Resolution required 13.2

- 13.1 To receive and note the planning update report as circulated by the clerk,
- 13.2 To discuss & agree responses on any new applications received

14. Feedback since the last council meeting from Councillors attending or receiving reports from external meetings as representatives of the Council:

- 14.1 Planning Training (Cllr Lizzie Chisolm) – paper circulated

15. Date of next meeting: Monday 13 May 2024 at 7.30pm. This will be the Annual Meeting of Long Man Parish Council

- 15.1 To consider and agree a date & format for the 2024 Parish Assembly meeting which must take place between 1st March and 1st June in any year.