



BUXTED

PARISH COUNCIL

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22nd May 2024

The Chairman and Members of the Council,

NOTICE OF MEETING

You are summoned to attend the meeting of Buxted Parish Council to be held on **Tuesday 28th May 2024** in **St Mary's Church Hall, Church Road, Buxted** directly following the planning committee meeting.

The public have a right and are welcome to attend and at the discretion of the Chairman, members of the public may ask questions prior to the commencement of the business proper. Any Police update will be given at this point.

AGENDA

- 1 **Election of Chairman of the Council for the forthcoming year**
- 2 **Signing of Declaration of Acceptance of Office by the new Chairman**
- 3 **Election of Vice Chairman of the Council**
- 4 **To receive all Councillors Acceptance of Office & Declaration of Interest (if amended)**
- 5 Apologies for absence
- 6 Declarations of members' interests in respect of items on this agenda
- 7 Minutes of the 9th April 2024 meeting (previously circulated) to be confirmed and signed
- 8 ESCC/WDC report
- 9 **Appointment of Members to Committees**
- 10 **Internal Audit Report**
 - 9.1 Members to note that the recommendation from the interim audit had been actioned (increase in emergency expenditure amount).
 - 9.2 Members to receive the end of year Annual Internal Audit Report from Mulberry & Co following the audit conducted 9th May 2024
 - 9.3 Member to consider any recommendations or actions from the end of year Annual Internal Audit Report from Mulberry & Co
- 11 **Annual Governance Statement (AGS) Section 1 of Annual Governance Accountability Return (AGAR)**
 - 10.1 Members to note that no matters were raised on the external auditor report for the

previous financial year (year ending 31.3.23)

10.2 Members of Buxted Parish Council to review the effectiveness of the of the internal control system agree the assertions of Annual Governance Statement and approve the Annual Governance Statement by resolution.

10.3 Members to approve the signing of Annual Governance Statement by the Chair of the meeting and the Clerk

12 Accounting Statements – Section 2 of AGAR

11.1 Members of full council to consider the Accounting Statements as prepared by the RFO in advance of the meeting

11.2 Members to approve the Accounting Statements by resolution

11.3 Approve for the Chair of the meeting to sign the Accounting Statement

13 Members to approve the Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return accounts for the year ending 31.3.24, with the period being 3rd June to 12th July 2024.

14 Sale of Reading Room, clearing and storage

15 Outstanding matters – For Information Only unless otherwise stated:

- Mobile Phone Coverage
- Public footpaths
- Trees – **Quote for tree works at Nevill Road, Uckfield**
- Road Safety – **Buxted Primary School – request for crossing assessment – response from ESCC**
- **Wealden Local Development Framework – Local Plan – Update**
- Property issues
 - **Buxted Recreation Ground – container for storage (Buxted Parish Council/Buxted Football Club)**
- Communications Matters: Website

16 Correspondence – as listed and subsequently updated and circulated at the meeting

17 Committee meetings

18 Finance: (i) to approve invoices for payment - to be tabled ii) consideration of quote for Parish Council annual insurance iii) consideration of grant application of £680 for Five Ash Down Village Day iv) consideration of grant application of £850 for new fence posts at allotments

19 Reports on other meetings attended by members

20 Members questions

21 Announcements – a) Chairman of the Council; b) Clerk to the Council

Date of next meeting – no meeting in June. Next meeting 9 July 2024



R Macklen, Clerk to the Council

Copy to ESCC Cllr R Galley, WDC Cllr Shaw

Ionides Trust Update 28th May 2024:

- 1. Apologies**
- 2. Declarations of Interest**
- 3. Scout Hut – update – email from Ian Anderson (Health and Safety consultant)**
- 4. Ionides Trust Annual Insurance**
- 5. D-Day Commemoration 6th June 2024**