



Parish Council Members are summoned to a meeting of:

## **Mayfield and Five Ashes Parish Council**

**Venue: Five Ashes Village Hall, Five Ashes, TN20 6JA**

**Date: Monday 12 June 2023**

**Time: 19:30**

**Issued: 07 June 2023**

Signed

A handwritten signature in black ink, appearing to read 'Janna Todd'.

Janna Todd, Parish Clerk

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*\*The public or press are welcome to observe the meeting except for identified confidential items. It is requested that any questions are emailed to [clerk@mayfieldfiveashes.org.uk](mailto:clerk@mayfieldfiveashes.org.uk) one day in advance of the meeting. The meeting may be recorded and a record retained until the minutes are formally adopted*

## **Agenda**

### **\*Public questions**

Before the meeting starts, 10 minutes is available for public questions on relevant matters on the following agenda. As per Standing Orders, a question shall not require a response at the meeting nor start a debate.

- 1. Apologies for absence**
  - To accept any apologies for absence
- 2. Declarations of interests**
  - Declarations of interests by Councillors on any of the agenda items
- 3. Chairman's announcements (for information only)**
  - To include a statement on the Mayfield Community and Health Centre project
- 4. Minutes of the meeting of the Full Council 15 May 2023 previously circulated.**
  - To approve accuracy and sign the minutes.
  - Update regarding matters arising and actions from previous meetings
- 5. Reports from East Sussex County Council (ESCC)**
  - To receive information and raise any questions to County Councillors present
- 6. Reports from Wealden District Council (WDC)**
  - To receive information and raise any questions to District Councillors present
- 7. Finance (information previously circulated)**
  - To approve the General Operations Finance report and expenditure to 30 April 2023
- 8. 2022/23 internal audit (information previously circulated)**
  - To receive and consider the Internal Auditor's 2022/23 report for approval
  - To note no errors or misstatements were found that require reporting to the external auditor
  - To consider, approve and sign the Parish Council's 2022/23 Statement of Internal Control
- 9. 2022/23 Annual Governance Statement (information previously circulated)**
  - To consider the suggested responses provided in the Internal Auditor's report (pages 7-8)
  - To consider the Annual Governance Statement 2022/23
  - To approve, sign and date the Annual Governance Statement 2022/23 by resolution
- 10. 2022/23 Accounting Statements (information previously circulated)**
  - To consider the Accounting Statements 2022/23 as approved by the Internal Auditor
  - To approve, sign and date the accounting statements 2022/23 by resolution
- 11. Minutes for adoption (previously circulated)**
  - To approve and sign the following minutes
  - To discuss any matters arising from the minutes

Meeting Date	Description	Status
22 May 2023 05 June 2023	Planning Executive	Chairman Approved
05 June 2023	Community Development Advisory	Chairman Approved

- To consider the Chairman approved minutes of the Annual Parish Assembly of 22 May 2023 (to be adopted by the electorate at the Annual Parish Assembly in 2024)

## 12. Mayfield Community Centre

- To discuss information and make decisions on actions and expenditure as required:
  - Approval to engage a project advisor
  - Reopening the Memorial Hall for public hire and delegation of the investigation into requirements including the terms of hire and management of the hall facilities

## 13. Mayfield Bonfire Festival (information previously circulated)

- To agree response to request to reconsider conditions of hire of Court Meadow for the bonfire and fireworks display on Saturday 16 September 2023

## 14. Court Meadow (information previously circulated)

- To consider action required following the unauthorised installation of a shelter in woodland

## 15. Appointment Councillors to committees and organisations

- To consider approval of the election of Cllr Blakebrough as Planning Executive Chairman
- To appoint Cllr Marlow to the following Committees: Planning Executive, Community Safety and Traffic, Community Development and Mayfield Community Centre
- To appoint Cllr Jarvis as representative for the Memorial Hall Management Committee
- To appoint Cllr Lawson as representative for Mayfield Bonfire Society

## 16. Updates from Committees (for information only)

- Planning
- Finance and General Purposes
- Mayfield Community Centre
- Community Development
- Rights of Ways and Trees
- Community Safety and Traffic
- Governance and Risk

## 17. Updates from Representatives (information previously circulated)

- Notes from Wealdlink Partnership Forum meeting on 19 April 2023 circulated
- To receive any reports from representatives

## 18. Any other items of information and next agenda items

*\*. To keep everyone safe, if you are feeling unwell or have any Covid symptoms, please do not attend the meeting.*