



Sedlescombe Parish Council

To: All Parish Councillors

You are hereby summoned to attend the Meeting of the Parish Council on Tuesday 18th October 2022 at Sedlescombe Village Hall, CR2 at 19:00 when it is proposed to transact the following business.

Council Meeting Agenda

Signed: Jackie Scarff

Clerk to Sedlescombe Parish Council

07531 065469 / clerk@sedlescombe.org.uk

Item	Agenda Item (C22.)	
46	To receive and accept Apologies (LGA 1972 s85 (3))	
47	To receive an introduction from a prospective parish councillor.	
48	To consider the Co Option of a new parish councillor To witness the signing of acceptance of office if co-opted.	
49	To receive questions from members on reports from the District and County Councillors	
50	Interests in accordance with the Localism Act 2011 and the Parish Council code of conduct. To receive councillors' declarations of interest regarding matters on the agenda and consider any written requests for dispensation as a result. Any changes to register of interests should be notified to the clerk.	
51	Public participation session re matters on the Agenda at the Chairman's discretion.	
52	To consider the minutes of the full council meeting 19 th July 2022 for confirmation and signing as a true record.	
53	If the committee wishes to exclude the public for a particular agenda item, the following resolution must be passed: 'That under the Public Bodies (Admission to Meetings) Act 1960 S1(2), the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.'	
54	Highway Matters To receive an update and agree any actions required.	
55	To consider the option to opt out of the SAAA central external auditor appointment arrangements.	
56	To discuss an email received regarding planting trees in Red Barn Field and agree any actions required.	
57	To receive quotes for insurance for the forthcoming year and agree any actions required.	
58	To receive for review with a recommendation for adoption the following policies Sedlescombe Parish Councils Complaints Procedure. Lone Working	
59	To discuss and agree any priorities to be given to the PCSO's	
60	To present the current outstanding resolutions and agree any actions required.	
61	To hear an update from the Sports Executive Committee and agree any actions required.	

62	To discuss re homing the village geese and agree any actions required. 20:28 resident left C Maynard left	
63	To agree for councillor to join the staffing committee.	
66	Finance and Audit To receive the monthly statement of accounts to 30 th September 2022 To receive the bank reconciliation to 30 th September 2022 To consider for approval invoices paid as they became due before the October Meeting. To consider for approval invoices received.	
65	Reports, Correspondence, Questions and Future agenda items not requiring decisions. a) Red Barn Field b) Monthly Meeting with the PCSOs c) Sedlescombe Jobs Network d) Jubilee e) Audit	
66	Date of next meeting. To note the date of the next Finance Committee meeting is Tuesday 22nd November 2022 at 7pm CR2 To note the date of the next Full Council meeting is Tuesday 20th December 2022 at 7pm CR2.	

In accordance with The Data Protection Act 2018 all attendees of the meeting are hereby notified that the meeting will be recorded as an aide memoire for the clerk when compiling the minutes. The recordings are held securely and are deleted after the resolution that the minutes are a true and correct record.

Members of the public should be aware that being present at a meeting of the Council or one of its committees or sub-committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present. A person or persons recording the parish meeting are reminded that the "Public Session" period may not be part of the formal meeting and that they should take legal advice for themselves as to their rights to make any recording during that period.

Briefing Note for Full Council 18th October 2022

Item 54 Highways

I have asked for an update on the traffic calming scheme from ES Highways and will circulate anything I received as soon as I do.

Item 55 Option to opt out of the SAAA central external auditor appointment arrangements

Under the Local Audit (Smaller Authorities) Regulations 2015, SAAA is responsible for appointing external auditors to all applicable opted-in smaller authorities, for setting the terms of appointment for limited assurance reviews and for managing the contracts with the appointed audit firms. Smaller authorities are those whose gross annual income or expenditure is **less than £6.5 million**.

The next 5-year appointing period runs from 2022-23 until 2026-27 and SAAA has undertaken a procurement exercise to appoint auditors to each County area from 1 April 2022. Now that the submission deadline for the 2021-22 Annual Governance and Accountability Returns has passed, this is to advise you of the option to opt-out of the next round of 5-year audit appointments.

All authorities require an appointed external auditor even if the authority meets the criteria to qualify for exemption, as a Certificate of Exemption is required to be submitted to the external auditor and the auditor must be in place in case of objections from local electors

During the previous 5-year period **all** smaller authorities were 'opted-in' to the central procurement regime managed by SAAA - no authority decided to 'opt-out' and follow the various complex procedures required under statute to appoint their own external auditor. **If you wish to continue as part of the SAAA sector led auditor appointment regime then no action is required, you will remain part of central scheme.**

However, all authorities must be given the option to opt-out of the central procurement and appointment scheme and appoint their own external auditor for the next 5-year period, although the process is onerous for smaller authorities.

Clerk Recommendation: Not to opt out. It seems that the appointment is competitively priced due to the number of councils involved. The process would be onerous if we were to try and do this privately and there is no leeway for mistakes. It is much safer to stay in the centrally procured scheme.

Item 56: Email in requesting tree planting in Red Barn Field

Queen Elizabeth II asked the nation to "*Plant a tree for the Jubilee*". In May 2021, to mark Her Majesty's 70 years on the throne, the Queen's Green Canopy (QGC) tree planting scheme was launched by the Queen and Prince Charles (now King Charles III since the passing of Her Majesty The Queen).

The Queen's Green Canopy (QGC) unique tree planting initiative was due to finish in December 2022, the end of the Platinum Jubilee year. The good news is

"... as the official tree planting season in the United Kingdom is from October to March, the initiative will now be extended to include the full tree planting season, beginning in October 2022 and concluding in March 2023" (QGC).

Red Barn Field is a suitable site for an avenue of oaks or alternating copper and green beech trees in memory of Queen Elizabeth II.

Several arboreal charities provide indigenous trees for communities to plant in their localities. The Pebble Magazine listed some of the best UK Tree Planting charities: Trees for Cities, The Tree Council, International Tree Foundation, Trees for Life, Heal Rewilding, Rewilding Britain (<https://pebblemag.com>), (<https://www.woodlandtrust.org.uk/>), (<https://www.tcv.org.uk/>).

(tcv = the conservation volunteers).

A few years ago, 'Sedlescombe Society of Dowsers' dowsed the remanence (energetic print) of a ten foot wide Roman Road diagonally crossing Red Barn Field from the five-bar gate by the car park through the gardens of 'School House' and 'Masters Cottage', at the top of field, to a section of Balcombe Road. The owners of 'School House' have found a few Roman coins on their land. Local people have told me there is historical reference to this Roman Celtic trackway but I have not found anything in print. The proposed clover carpeted tree avenue, marking this ancient Roman road, would serve as a beautiful contemporary memorial for our late Queen Elizabeth II. The

10/10/2022

new trees would provide additional drainage for Red Barn Field and effectively reduce traffic fumes from the adjacent B2244. Biodiversity would be promoted with habitat for birds and insects.

Chairman of the Queen's Green Canopy, Sir Nicholas Bacon, states,

"... trees will create a special legacy for the Trust as a way of honouring Her Majesty's lifetime of service to the country, while also helping to showcase the range of beautiful places on our doorstep for people to explore".

John Deakin, Head of Trees and Woodland at the National Trust hopes to create a tree avenue in Dyrham Park, near Bath.

Sedlescombe Parish Council's tree planting initiative for Red Barn Field should start immediately. Please treat this email as a formal request, from Ms Mary-lynn Durrell, to include the Proposal to Plant a Memorial Avenue of Trees in Red Barn Field to Create a Special Legacy as a Way of Honouring Her Majesty Queen Elizabeth II, 1926 - 2022, in Liaison with the Queen's Green Canopy (QGC) nationwide tree planting initiative as an Agenda Item at the next Full Council meeting of Sedlescombe Parish Council. The Calendar shows that the Full Council meets every two months. It last met on September 18th. The next Full Council meeting is scheduled for November 20th. This Proposal is urgent. Delay until November would likely impact badly upon a tree planting scheme in Red Barn Field.

I will be pleased to meet the Parish Councillors at Red Barn Field in order to plot the site of the Roman Road using surveyors' flags. Please telephone 01242 870 895 to arrange a time and date.

I am confident Sedlescombe Parish Council will favour and accept the proposal to plant an avenue of trees in Red Barn Field in memory of Queen Elizabeth II and her dedicated service to our country.

Item 60 To present the current outstanding resolutions and agree any actions required.

BT Pole on the Village Green – Currently awaiting further news from BT Openreach as I have been told that due to Openreach changing their contracting partners for our area, they need to resurvey with their new partners to be able to progress this work. They have promised to be in touch when this is done.

Riverside Recreation Ground- It would appear that the work has been finished. There is a light scattering of grass seed on the damage grass. The bollards have not been put back but all the herras fencing has been removed. I have emailed our agent for some more information.

EVT – The plan is that the resurfacing will take place 31st October. The site will be closed off for a week for the surface to set and then they will be back to do the lines.

We need to decide what sport we would like the lines drawn for... 5 a side or basketball would seem the obvious choice? I propose that the whole of EVT is leafleted next week to let them know.

New website – progress is slow, but the new website is online with messages that it is under construction. I am prioritising what goes on first.

Item 61 To hear an update from the Sports Executive Committee and agree any actions required.

To follow once the minutes from last night's meeting have been written up.

Item 66 Audit and Finance

Attached are bank statements and reconciliations for July, August and September

Payments Made in September fell due before this meeting and were therefore paid as shown on the September Payments and receipts document. Please approve this in the meeting.

A list of payments to be authorised for this month will follow closer to the meeting as I am awaiting invoices.

Item 65 Reports, Correspondence, Questions and Future agenda items not requiring decisions.

Beverley will give a brief report

I will confirm the closure of the audit which should be noted at full council. Documents can be found [HERE](#) on the slowly evolving new website.