

**YOU ARE HEREBY SUMMONED TO A MEETING OF THE FULL
COUNCIL OF RUSTHALL PARISH COUNCIL**

**at The Rackliff Centre to be held on Monday 8th April 2024 at 7.30pm
where the following business will be transacted.**

Committee Members: Cllr L Ellicott, Chair (LE), Cllr M O'Callaghan, Vice-Chairman (MOC), Cllr B Edwards (BE), Cllr D Funnell (DF), Cllr A Britcher-Allan (ABA), Cllr D Smith (DS), Cllr C Ducklin (CD), Cllr P Gripper (PG) and Cllr A Funnell (AF).

Alison Stevens (AS)
Clerk to Rusthall Parish Council
27th March 2024

AGENDA

No decisions will be taken by the Parish Council on any item not on this Agenda

- 1. Enquire whether anyone present intends to film, photograph and/or record the meeting.**
- 2. To receive and approve apologies for absence.**
- 3. Declarations of Personal and Prejudicial Interests.**
- 4. Declarations of Lobbying.**
- 5. Minutes**

5.1 To resolve that the minutes of the Parish Council Meeting held on 11th March 2024 can be taken as read, confirmed as a correct record and signed by the Chairman.

5.2 Matters outstanding from these minutes (not listed as separate agenda items)

5.3 Matters outstanding from previous minutes

- 6. Open session for questions from the public:**

(Members of the public will raise their hand when they wish to speak).

*Constitutionally and in accordance with certain implications of the Local Government Code of Conduct, there can be **no** discussion of these items at this stage. Any issue will either be addressed elsewhere in the agenda or, if not already so listed, be referred to at a future meeting of the Parish Council. If you wish to speak at the Public Session, you will have up to three minutes for this purpose, after which you are welcome to stay as an observer but will **NOT** be allowed to participate in the council's discussions.*

- 7. Session for County and Borough Councillors on matters concerning the Parish.**

- 8. Finance update – Cllr O'Callaghan**

8.1 Accounts for Payment; to authorise the payment of invoices (list to follow).

8.2 Grant Request – to consider requests from Rusthall Bonfire Society towards:

- i. the Community Coffee Mornings
- ii. the Annual Summer Fete.

9. Allotments Committee – To:

9.1 Provide an update from the Southwood Road Working Party – Cllr L Ellicott

9.2 Gatwick Airport Community Trust – to provide an update on the application – Cllr E Ellicott

9.3 To ratify the new summer house at Wickham Gardens – Cllr D Smith

10. Grounds Maintenance Contract 2024-2027 – update – Officer Stevens/Cllr L Ellicott

11. Annual Tree Survey – update – Cllr D Smith

12. Defibrillator update – Cllrs M O’Callaghan/Cllr A Britcher-Allan

13. Highways – To approve the updated Highways Improvement Plan – Cllrs P Gripper and L Ellicott

14. Rusthall Volunteers update – Cllr M O’Callaghan

15. Village Talking Benches – Cllr L Ellicott

16. Chair’s Report – Cllr L Ellicott

17. Officers’ Report - Officer Stevens

18. Diary Dates

13th May 2024 - 7.30pm – Annual General Meeting

18th Apr 2024 – 7.30pm – Parish Assembly

22nd Apr 2024 – 7.30pm – Environment Committee Meeting

17th June 2024 – 7.30pm – Allotment Committee Meeting

19. Items for Information

20. Next meeting of Full Council -

13th May 2024 - 7.30pm - The Rackliff Centre

PLEASE NOTE THAT IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEM ON THIS AGENDA, THE PRESS AND PUBLIC MAY BE EXCLUDED UNDER THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960.

21. To formally appoint a new Parish Clerk and Responsible Finance Officer.

