



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

**at The Rackliff Centre to be held on Monday 12th February 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
31st January 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 December 2023 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 Ratification of funds transfer

8.3 Quarterly review of Expenditure v Budget

8.4 Quarterly review of Receipts and Payments

8.5 Budget 2023/2024 updates

9. Allotments Committee – To:

9.1 Adopt the draft minutes of the Allotments Committee Meeting held on the 4th December 2023 - Cllr D Smith

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

9.3 To approve the quotes for reducing the soil level around the All Ability Path and the tree surgery costs of stump grinding on WG28.

10. Grounds Maintenance Contract 2024-2027 – to approve the Grounds Maintenance Contract for 2024-2027 – Officer Stevens/Cllr L Ellicott

11. Committee Structure – Review – Cllr L Ellicott

12. Annual Tree Survey – to review the Tree Survey and consider the recommendations made – Cllr D Smith

13. Environment Committee – to consider co-opting Mr Paul Froome to the Committee.

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

15. Highways updates – Cllrs P Gripper and L Ellicott

16. Update from The Commons Conservators – Cllr P Gripper

17. Rusthall Volunteers update – Cllr M O’Callaghan

18. Rusthall Civic Plaque update – Officer Stevens

19. Chair’s Report – Cllr L Ellicott

20. Officers’ Report - Officer Stevens

21. Diary Dates

11th Mar 2024 - 7.30pm – Full Council Meeting

4th Mar 2024 – 7.30pm – Allotment Committee Meeting

22nd Apr 2024 – 7.30pm – Environment Committee Meeting

22. Items for Information

23. Next meeting of Full Council -

11th Mar 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.

24. To consider confidential staffing matters and agree any further action.

