

Forest Row Parish Council

Clerk: Mr David O'Driscoll
Email: parishclerk@forestrow.gov.uk

(Office Hours: Monday to Friday 9am to 4pm)



To: All members of FOREST ROW PARISH COUNCIL:
Cllrs. Eichner (Chair), Christie, Cocks, Evans,
Gilbert, Jaffay, Killick, La Djoï, Matthews, Rainbow,
Scott, Summers, Taylor-Smith, Volkers & A M
Waters

Community Centre
Hartfield Road
Forest Row
East Sussex
RH18 5DZ

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Dear Sir/Madam,
Your attendance is required at an extra-ordinary meeting
of the FOREST ROW PARISH COUNCIL to be held on
TUESDAY 25th FEBRUARY 2025 in the Garden Room
at the Community Centre at **7.30 PM**.

Date: 19th February 2025

Mr David O'Driscoll
Clerk to Forest Row Parish Council

THE FIRST FIFTEEN MINUTES ARE AVAILABLE FOR QUESTIONS AND REMARKS FROM THE PUBLIC.
MEMBERS OF THE PUBLIC ARE WELCOME TO STAY AND ADD QUESTIONS OR COMMENTS ON THE
AGENDA ITEMS, AT THE DISCRETION OF THE CHAIR OF THE MEETING

AGENDA

1. PUBLIC PARTICIPATION
2. APOLOGIES FOR ABSENCE
3. RECORDS OF PREVIOUS MEETING OF 14th JANUARY 2025
4. DECLARATIONS OF INTERESTS/DISPENSATION REQUESTS FOR THIS MEETING
5. DELEGATED DECISIONS
6. CHAIR'S COMMENTS
7. CLERKS REPORT ON MATTERS NOT REQUIRING A DECISION:
 - 7.1 Staffing changes
 - 7.2 Cemetery consultation
 - 7.3 Crittall windows
8. SUMMARY FINANCIAL REPORT
9. ORAL REPORTS FROM PRINCIPAL COUNCILS
10. ORAL REPORTS FROM COMMITTEES OR WORKING GROUPS
11. ORAL REPORTS ON MATTERS FROM OUTSIDE BODIES
12. REPORT, OUTCOMES AND NEXT STEPS FROM THE DAY OF REFLECTION
13. PERIODIC ROTATION OF ROLES
14. A VILLAGE GREEN WORKING GROUP
15. IMPLEMENTATION ROUTES FOR COMMUNITY ASSISTANCE
16. THE FUTURE OF THE ENHANCED LITTER/STREET CLEANING PROPOSAL
17. ITEMS FOR FUTURE CONSIDERATION BY FULL COUNCIL OR COMMITTEE

**COUNCILLORS' BRIEFING FOR THE MEETING OF FULL COUNCIL
ON 25th FEBRUARY 2025**

1. **PUBLIC PARTICIPATION**
2. **APOLOGIES FOR ABSENCE**
3. **RECORDS OF PREVIOUS MEETING OF 14th JANUARY 2025**
4. **DECLARATIONS OF INTEREST/ DISPENSATIONS**
5. **DELEGATED DECISIONS**
ACTION: to note & approve
6. **CHAIR'S COMMENTS**
7. **CLERK'S REPORT ON MATTERS NOT REQUIRING A DECISION**

7.1 Staffing changes

Our maintenance supervisor Don Isted was taken to hospital on Tuesday 11th February and has undergone unplanned surgery. He has now been signed off for at least six weeks. The remaining team members should, however, be able to cope with the current workload. There have also been two changes at the Youth Service. Amalia Harrap has been taken on as a trainee youth worker: she knows the service well, having been a member for a number of years. Janie Mesher has been officially promoted to Deputy Youth Leader, in recognition of the fact that she has been effectively deputising for Melissa for many months.

7.2 Cemetery consultation

The cemetery consultation is being dispatched by AiRS at the end of this week and the closing date for returns will be 7th March (although AiRS say that they usually allow a couple more days for 'trickle-over'). They are directly responsible for dispatch and collection (there is both a postal and digital option for returns), and will report on the results in mid-March.

7.3 Crittall windows

The window film has now been professionally applied to the Crittall windows in the Garden Room and Library, and that completes our restoration programme, which should preserve the windows for years to come (and also save on heating bills).

8. **SUMMARY FINANCIAL REPORT**

A printout is attached showing the position to mid-month 11, where performance against forecast should be 87.5%. Overall income is running at 103.4%, and there is still some rental, hire and grant income to be received, which will bring the annual total to a welcome surplus over forecast. Total expenditure is running at 80.4%. There are some major bills to be settled before the year end, including repair costs for Hambro Hall, the final bill for the Crittall windows, the new goal installation for the games area and two months' salaries, but the end result should be within forecast, and some budgeted project expenditure will remain unspent. However, the picture is a balanced one for the year overall.

ACTION: to note

9. **ORAL REPORTS FROM PRINCIPAL COUNCILS**

All County & District Councillors have been invited to attend and report orally on any relevant issues. Devolution is certain to loom large.

10. ORAL REPORTS FROM STANDING COMMITTEES & WORKING GROUPS

The Chairs of Committees and current facilitators of working groups have been asked to report orally on current projects and any challenges.

11. ORAL REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

Members who currently represent the Council on outside bodies have been asked to report orally on and relevant current issues.

ACTION: to note reports

MATTERS FOR CONSIDERATION / DECISION

12. REPORT, OUTCOMES AND NEXT STEPS FROM THE DAY OF REFLECTION

A report will be available to the meeting compiled from notes made at the Day of Reflection. For discussion of the outcomes and future actions.

ACTION: to consider and resolve as appropriate

13. PERIODIC ROTATION OF ROLES

Item included at the request of a Member. Named roles for Councillors have tended to be decided at the Annual Meeting and then remain for the year. Is it time for a change?

ACTION: to consider and resolve as appropriate

14. A VILLAGE GREEN WORKING GROUP

One of the items to be included in the forthcoming March '3-D event' is the use and potential enhancement of the village green. It has been suggested that this should be supported by a dedicated working group. For Council to decide and if approved, determine the membership and ToR in accordance with S/O 4(f) as amended (text attached)

ACTION: to consider and resolve as appropriate

15. IMPLEMENTATION ROUTES FOR COMMUNITY ASSISTANCE

Following a proposal from the Community Services Officer in October last year, The Finance & Policy Committee considered a draft policy at its meeting on 11th February. This is proposed for adoption by Full Council, and Council may wish to consider any practical steps for implementation.

ACTION: to consider and resolve as appropriate

16. THE FUTURE OF THE ENHANCED LITTER/STREET CLEANING PROPOSAL

The previous vote of Council to write an all-Member letter to Wealden was put on hold when a meeting was offered (through the mediation of our ward Councillor) with the lead officer for waste and the Cabinet member for environmental issue District Cllr Partridge. Unfortunately, Wealden have made it clear that although they will consider improving their performance, they are not prepared to devolve any litter collection or cleaning services to the parish council, and actively oppose our suggestion of dual street bins. The sole concession was that they *might* fund a motorised street sweeping machine (although this has not been confirmed). What does Council want to do?

ACTION: to consider and resolve as appropriate

17. ITEMS FOR FUTURE CONSIDERATION BY FULL COUNCIL OR COMMITTEE

FOREST ROW PARISH COUNCIL

ACTION TAKEN UNDER DELEGATED AUTHORITY

PERIOD - from: 06/12/2024 to: 19/02/2025

DECISION TAKEN	REASONS	OFFICERS NAME	DATE OF DECISION	COST
Hambro Hall works		The Clerk, Cllrs Eichner & Gilbert	06/11/2024	£2,350

Summary Income & Expenditure by Budget Heading 19/02/2025

Month No: 11

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>Finance & Policy</u>						
Income	668,226	656,455	(11,771)			101.8%
Expenditure	398,813	510,190	111,377	0	111,377	78.2%
Movement to/(from) Gen Reserve	<u>269,414</u>	<u>146,265</u>	<u>(123,149)</u>			
<u>Amenities & Services</u>						
Income	18,214	21,850	3,636			83.4%
Expenditure	53,948	89,750	35,802	0	35,802	60.1%
Movement to/(from) Gen Reserve	<u>(35,734)</u>	<u>(67,900)</u>	<u>(32,166)</u>			
<u>Property & Assets</u>						
Income	66,991	45,600	(21,391)			146.9%
Expenditure	96,180	75,500	(20,680)	0	(20,680)	127.4%
Movement to/(from) Gen Reserve	<u>(29,189)</u>	<u>(29,900)</u>	<u>(711)</u>			
<u>Planning</u>						
Income	0	0	0			0.0%
Expenditure	0	0	0	0	0	0.0%
Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>	<u>0</u>			
<u>Localism & Community Projects</u>						
Income	29,172	33,000	3,828			88.4%
Expenditure	27,045	41,000	13,955	0	13,955	66.0%
Movement to/(from) Gen Reserve	<u>2,127</u>	<u>(8,000)</u>	<u>(10,127)</u>			
Grand Totals:-						
Income	782,604	756,905	(25,699)			103.4%
Expenditure	575,986	716,440	140,454	0	140,454	80.4%
Net Income over Expenditure	<u>206,618</u>	<u>40,465</u>	<u>(166,153)</u>			
Movement to/(from) Gen Reserve	<u>206,618</u>	<u>40,465</u>	<u>(166,153)</u>			

Detailed Income & Expenditure by Budget Heading 19/02/2025

Month No: 11

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Finance & Policy						
401 Finance & Administration						
4176 FI-Precept Received	651,991	650,000	(1,991)			100.3%
4180 Misc Income	222	0	(222)			0.0%
4181 FI-Wayleave Income	6	5	(1)			112.0%
4182 FI-Devolved Services Income	1,588	1,450	(138)			109.5%
4190 FI-Interest Received	7,420	5,000	(2,420)			148.4%
Finance & Administration :- Income	661,226	656,455	(4,771)			100.7%
4101 FI-Salaries	338,205	418,700	80,495		80,495	80.8%
4102 FI-Payroll Outsource Costs	400	800	400		400	50.0%
4103 FI-Contrib. to Library Salary	5,191	5,000	(191)		(191)	103.8%
4105 Community services - developme	172	0	(172)		(172)	0.0%
4108 FI-Staff Training/Travel	(874)	1,000	1,874		1,874	(87.4%)
4111 Forest Rate	32	30	(2)		(2)	106.3%
4120 Postage	491	300	(191)		(191)	163.7%
4121 Telecommunications	8,316	7,700	(616)		(616)	108.0%
4123 Stationery	666	450	(216)		(216)	147.9%
4124 FI-Subscriptions	6,283	6,600	317		317	95.2%
4125 FI-Insurance	10,084	11,000	916		916	91.7%
4126 Printer/copier	4,119	4,400	281		281	93.6%
4133 FI-Chairman's Fund	0	250	250		250	0.0%
4134 FI-Parish Meeting	0	200	200		200	0.0%
4135 FI-Councillors Training/Travel	783	2,000	1,217		1,217	39.2%
4136 Security Checks	24	150	126		126	15.9%
4137 FI-Members Allowances	2,983	7,000	4,017		4,017	42.6%
4151 FI - Bank Charges	1,566	1,800	234		234	87.0%
4156 FI-Legal & professional fees	2,310	3,500	1,190		1,190	66.0%
4157 FI-Audit & Financial Managemen	4,259	4,000	(259)		(259)	106.5%
4158 FI-Van Lease	40	300	260		260	13.3%
4160 Office Equipment	831	500	(331)		(331)	166.1%
4161 Office Maintenance	0	500	500		500	0.0%
4165 FI-Election Fund	0	1,000	1,000		1,000	0.0%
4166 Wayleaves	1	10	9		9	14.5%
4169 Community Occasion	1,422	1,000	(422)		(422)	142.2%
7101 PR- Advertising/Publicity	163	1,500	1,337		1,337	10.9%
7102 PR-Website	720	1,000	280		280	72.0%
7110 PR-Newsletter & Distribution	0	2,000	2,000		2,000	0.0%
7113 PWLB Repayment	0	10,000	10,000		10,000	0.0%
Finance & Administration :- Indirect Expenditure	388,188	492,690	104,502	0	104,502	78.8%
Net Income over Expenditure	273,039	163,765	(109,274)			

Detailed Income & Expenditure by Budget Heading 19/02/2025

Month No: 11

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
403 Other Grants						
4358 Receipt from FrowResource CIC	5,000	0	(5,000)			0.0%
4380 Other Grants/donations	2,000	0	(2,000)			0.0%
Other Grants :- Income	<u>7,000</u>	<u>0</u>	<u>(7,000)</u>			
4360 Other Grants	10,625	17,500	6,875		6,875	60.7%
Other Grants :- Indirect Expenditure	<u>10,625</u>	<u>17,500</u>	<u>6,875</u>	<u>0</u>	<u>6,875</u>	<u>60.7%</u>
Net Income over Expenditure	<u>(3,625)</u>	<u>(17,500)</u>	<u>(13,875)</u>			
Finance & Policy :- Income	668,226	656,455	(11,771)			101.8%
Expenditure	398,813	510,190	111,377	0	111,377	78.2%
Movement to/(from) Gen Reserve	<u>269,414</u>	<u>146,265</u>	<u>(123,149)</u>			
Grand Totals:- Income	668,226	656,455	(11,771)			101.8%
Expenditure	398,813	510,190	111,377	0	111,377	78.2%
Net Income over Expenditure	<u>269,414</u>	<u>146,265</u>	<u>(123,149)</u>			
Movement to/(from) Gen Reserve	<u>269,414</u>	<u>146,265</u>	<u>(123,149)</u>			

Detailed Income & Expenditure by Budget Heading 19/02/2025

Month No: 11

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>Amenities & Services</u>						
<u>101 Allotments</u>						
1180 Allotment Rents	2,413	2,000	(413)			120.6%
Allotments :- Income	<u>2,413</u>	<u>2,000</u>	<u>(413)</u>			<u>120.6%</u>
1135 Allotments-Water & Upkeep	1,040	700	(340)		(340)	148.6%
Allotments :- Indirect Expenditure	<u>1,040</u>	<u>700</u>	<u>(340)</u>	<u>0</u>	<u>(340)</u>	<u>148.6%</u>
Net Income over Expenditure	<u>1,372</u>	<u>1,300</u>	<u>(72)</u>			
<u>102 Village Greens</u>						
1280 VG-Hire Income	1,580	750	(830)			210.7%
3188 Grants & Donations	0	100	100			0.0%
Village Greens :- Income	<u>1,580</u>	<u>850</u>	<u>(730)</u>			<u>185.9%</u>
1236 Outdoor Maintenance	11,007	20,000	8,993		8,993	55.0%
1237 Outdoor Planting	1,139	1,000	(139)		(139)	113.9%
1238 Street Cleaning / Litter	0	12,000	12,000		12,000	0.0%
1239 VG-Utilities	0	400	400		400	0.0%
Village Greens :- Indirect Expenditure	<u>12,146</u>	<u>33,400</u>	<u>21,254</u>	<u>0</u>	<u>21,254</u>	<u>36.4%</u>
Net Income over Expenditure	<u>(10,566)</u>	<u>(32,550)</u>	<u>(21,984)</u>			
<u>104 Amenities General</u>						
1400 Amenities grants/donations	0	1,000	1,000			0.0%
4180 Misc Income	48	0	(48)			0.0%
Amenities General :- Income	<u>48</u>	<u>1,000</u>	<u>952</u>			<u>4.8%</u>
1436 Skate & Play areas	18,394	18,000	(394)		(394)	102.2%
1447 Dog Fouling	2,574	3,500	926		926	73.5%
Amenities General :- Indirect Expenditure	<u>20,968</u>	<u>21,500</u>	<u>532</u>	<u>0</u>	<u>532</u>	<u>97.5%</u>
Net Income over Expenditure	<u>(20,920)</u>	<u>(20,500)</u>	<u>420</u>			
<u>105 Outdoor Maintenance</u>						
1501 Outdoor Maintenance Equipment	1,559	2,500	941		941	62.4%
Outdoor Maintenance :- Indirect Expenditure	<u>1,559</u>	<u>2,500</u>	<u>941</u>	<u>0</u>	<u>941</u>	<u>62.4%</u>
Net Expenditure	<u>(1,559)</u>	<u>(2,500)</u>	<u>(941)</u>			

12:00

Detailed Income & Expenditure by Budget Heading 19/02/2025

Month No: 11

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
203 Street Lighting						
2314 SL-Power	4,522	6,600	2,078		2,078	68.5%
2336 Streetlights	11,677	20,000	8,323		8,323	58.4%
Street Lighting :- Indirect Expenditure	16,198	26,600	10,402	0	10,402	60.9%
Net Expenditure	(16,198)	(26,600)	(10,402)			
204 Road Safety						
2436 RS-Road Safety	0	1,500	1,500		1,500	0.0%
2440 Shed Project	0	2,000	2,000		2,000	0.0%
Road Safety :- Indirect Expenditure	0	3,500	3,500	0	3,500	0.0%
Net Expenditure	0	(3,500)	(3,500)			
601 Cemetery						
6180 BU-Burial Fees	14,174	18,000	3,826			78.7%
Cemetery :- Income	14,174	18,000	3,826			78.7%
6123 Cemetery Admin	441	350	(91)		(91)	125.9%
6151 BU- Cemetery Rates	1,480	1,200	(280)		(280)	123.4%
6152 BU-Memorial Repairs	116	0	(116)		(116)	0.0%
Cemetery :- Indirect Expenditure	2,037	1,550	(487)	0	(487)	131.4%
Net Income over Expenditure	12,137	16,450	4,313			
Amenities & Services :- Income	18,214	21,850	3,636			83.4%
Expenditure	53,948	89,750	35,802	0	35,802	60.1%
Movement to/(from) Gen Reserve	(35,734)	(67,900)	(32,166)			
Property & Assets						
205 Miscellaneous Assets						
1439 Public Seats	1,364	0	(1,364)		(1,364)	0.0%
2551 Offsite Car Parks	75	0	(75)		(75)	0.0%
Miscellaneous Assets :- Indirect Expenditure	1,439	0	(1,439)	0	(1,439)	
Net Expenditure	(1,439)	0	1,439			
301 Community Centre						
3180 CC-Lettings	27,782	20,000	(7,782)			138.9%
3181 CC-Equipment Hire	922	400	(522)			230.5%

Detailed Income & Expenditure by Budget Heading 19/02/2025

Month No: 11

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
3182 CC-Rents	16,535	22,000	5,465			75.2%
3185 MISC - incl books/copying)	634	400	(234)			158.5%
3187 CC Drinks Machine Income	584	600	16			97.4%
3189 Misc Property Refunds	18,600	0	(18,600)			0.0%
4180 Misc Income	98	0	(98)			0.0%
Community Centre :- Income	65,155	43,400	(21,755)			150.1%
3108 CC-Staff Training	556	0	(556)		(556)	0.0%
3111 CC-Rates & Services	36,890	65,000	28,110		28,110	56.8%
3116 CC-Upkeep/Cleaning	33,071	0	(33,071)		(33,071)	0.0%
3127 CC - Drinks Machine	1,429	1,000	(429)		(429)	142.9%
3136 CC-Enhancement	19,902	5,000	(14,902)		(14,902)	398.0%
Community Centre :- Indirect Expenditure	91,849	71,000	(20,849)	0	(20,849)	129.4%
Net Income over Expenditure	(26,693)	(27,600)	(907)			
303 Venue on the Green						
3306 VOTG Income	1,836	2,200	364			83.4%
Venue on the Green :- Income	1,836	2,200	364			83.4%
3304 Votg Non Youth Equip	0	500	500		500	0.0%
3305 VOTG Running Costs	2,892	4,000	1,108		1,108	72.3%
Venue on the Green :- Indirect Expenditure	2,892	4,500	1,608	0	1,608	64.3%
Net Income over Expenditure	(1,057)	(2,300)	(1,243)			
Property & Assets :- Income	66,991	45,600	(21,391)			146.9%
Expenditure	96,180	75,500	(20,680)	0	(20,680)	127.4%
Movement to/(from) Gen Reserve	(29,189)	(29,900)	(711)			
Grand Totals:- Income	85,206	67,450	(17,756)			126.3%
Expenditure	150,129	165,250	15,121	0	15,121	90.8%
Net Income over Expenditure	(64,923)	(97,800)	(32,877)			
Movement to/(from) Gen Reserve	(64,923)	(97,800)	(32,877)			

Detailed Income & Expenditure by Budget Heading 19/02/2025

Month No: 11

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>Localism & Community Projects</u>						
<u>206 Community Transport</u>						
2678 Medical Car Scheme Income	242	300	58			80.7%
Community Transport :- Income	<u>242</u>	<u>300</u>	<u>58</u>			<u>80.7%</u>
2554 Wealdlink	1,056	1,200	144		144	88.0%
2601 Voluntary Medical Car Service	118	50	(68)		(68)	236.5%
Community Transport :- Indirect Expenditure	<u>1,174</u>	<u>1,250</u>	<u>76</u>	<u>0</u>	<u>76</u>	<u>93.9%</u>
Net Income over Expenditure	<u>(932)</u>	<u>(950)</u>	<u>(18)</u>			
<u>207 Market</u>						
3184 CC-Market Income	6,721	7,500	779			89.6%
Market :- Income	<u>6,721</u>	<u>7,500</u>	<u>779</u>			<u>89.6%</u>
3151 CC-Market expenditure	6,761	7,000	239		239	96.6%
Market :- Indirect Expenditure	<u>6,761</u>	<u>7,000</u>	<u>239</u>	<u>0</u>	<u>239</u>	<u>96.6%</u>
Net Income over Expenditure	<u>(40)</u>	<u>500</u>	<u>540</u>			
<u>209 Localism & Community Proj Misc</u>						
2670 Shed Project	(1,260)	0	1,260			0.0%
2905 Repair Cafe & Wellbeing Servic	0	500	500			0.0%
4180 Misc Income	953	0	(953)			0.0%
Localism & Community Proj Misc :- Income	<u>(307)</u>	<u>500</u>	<u>807</u>			<u>(61.4%)</u>
2700 Repair Cafe & Wellbeing	2,888	2,000	(888)		(888)	144.4%
2710 Environmental Support	0	1,000	1,000		1,000	0.0%
2715 Community Consultation	0	2,500	2,500		2,500	0.0%
2720 Capital Projects R & D	2,415	2,500	85		85	96.6%
2750 YOUTH FORUM	730	0	(730)		(730)	0.0%
Localism & Community Proj Misc :- Indirect Expenditure	<u>6,033</u>	<u>8,000</u>	<u>1,967</u>	<u>0</u>	<u>1,967</u>	<u>75.4%</u>
Net Income over Expenditure	<u>(6,340)</u>	<u>(7,500)</u>	<u>(1,160)</u>			
<u>304 Cafe</u>						
3480 Gages - Sales	21,429	22,000	571			97.4%
Cafe :- Income	<u>21,429</u>	<u>22,000</u>	<u>571</u>			<u>97.4%</u>
3436 Gages-Purchase of Equipment	713	2,000	1,287		1,287	35.6%

Detailed Income & Expenditure by Budget Heading 19/02/2025

Month No: 11

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
3460 Gages -Purchases Food etc	9,741	18,000	8,259		8,259	54.1%
Cafe :- Indirect Expenditure	<u>10,453</u>	<u>20,000</u>	<u>9,547</u>	<u>0</u>	<u>9,547</u>	<u>52.3%</u>
Net Income over Expenditure	<u>10,976</u>	<u>2,000</u>	<u>(8,976)</u>			
<u>306 Thursday Club</u>						
3680 TC-Subscriptions	232	200	(32)			116.0%
Thursday Club :- Income	<u>232</u>	<u>200</u>	<u>(32)</u>			<u>116.0%</u>
3636 TC-Running Costs	281	750	469		469	37.5%
Thursday Club :- Indirect Expenditure	<u>281</u>	<u>750</u>	<u>469</u>	<u>0</u>	<u>469</u>	<u>37.5%</u>
Net Income over Expenditure	<u>(49)</u>	<u>(550)</u>	<u>(501)</u>			
<u>406 Youth Provision</u>						
4676 YP-Grants & Other Income	854	2,500	1,646			34.2%
Youth Provision :- Income	<u>854</u>	<u>2,500</u>	<u>1,646</u>			<u>34.2%</u>
4603 YP - Dev costs & General Expen	2,342	3,500	1,158		1,158	66.9%
4604 YP - Youth Forum	0	500	500		500	0.0%
Youth Provision :- Indirect Expenditure	<u>2,342</u>	<u>4,000</u>	<u>1,658</u>	<u>0</u>	<u>1,658</u>	<u>58.6%</u>
Net Income over Expenditure	<u>(1,488)</u>	<u>(1,500)</u>	<u>(12)</u>			
Localism & Community Projects :- Income	<u>29,172</u>	<u>33,000</u>	<u>3,828</u>			<u>88.4%</u>
Expenditure	<u>27,045</u>	<u>41,000</u>	<u>13,955</u>	<u>0</u>	<u>13,955</u>	<u>66.0%</u>
Movement to/(from) Gen Reserve	<u>2,127</u>	<u>(8,000)</u>	<u>(10,127)</u>			
Grand Totals:- Income	<u>29,172</u>	<u>33,000</u>	<u>3,828</u>			<u>88.4%</u>
Expenditure	<u>27,045</u>	<u>41,000</u>	<u>13,955</u>	<u>0</u>	<u>13,955</u>	<u>66.0%</u>
Net Income over Expenditure	<u>2,127</u>	<u>(8,000)</u>	<u>(10,127)</u>			
Movement to/(from) Gen Reserve	<u>2,127</u>	<u>(8,000)</u>	<u>(10,127)</u>			

REVISION OF STANDING ORDER 4(f)

Existing S/O

“Working Groups may be formed by resolution of the Council or a Committee at any time. The work of such a Working Group will be decided upon at the time it is formed by means of a Minute detailing the Terms of Reference. Each Working Group will report back with recommendations to the Council or the Committee that formed it. Appointment shall be as agreed at the time by elected members.”

Proposed S/O:

Working groups, whether long-term or ‘task & finish’, may be formed at any time by resolution of Full Council or Standing Committee, subject to the following conditions:

1. The resolution shall specify the general remit of the working group, but the group itself shall determine its processes and the activities appropriate to its remit.
2. The membership of every group shall always include at least one councillor and one staff member: the membership may be kept fluid by decision of the group, and may include non-councillors and professional advisers. The public may be invited to or excluded from its meetings.
3. A working group can make recommendations to Council or its Standing Committee for actions or projects, but cannot make substantive decisions outside its remit which commit Council or Standing Committees
4. Notes shall be taken of every substantive meeting of the group and circulated to the Council and the Clerk. All working groups shall report periodically to meetings of its Standing Committee or Full Council.
5. A working group has no spending power of its own, but may request funds from Council or its Standing Committee for any necessary purpose.

Community Assistance Policy

Policy Statement: Forest Row Parish Council is committed to supporting community members in need through various programmes and initiatives designed to improve their quality of life and promote social inclusion.

Purpose: The purpose of this policy is to provide a framework for the Council to offer support and assistance to community members in need, ensuring equitable access to resources and services.

Scope: This policy applies to all community members within the Council's jurisdiction who require assistance due to financial hardship, health issues, or other significant challenges.

Objectives:

1. To make the community aware of the availability of assistance, both direct and via other organisations.
2. To provide assistance to individuals and families experiencing hardship.
3. To promote access to essential services such as food, shelter, and healthcare.
4. To promote social inclusion and community engagement.
5. To ensure transparency and equity in the distribution of assistance.

Eligibility Criteria:

1. Residents within the civil parish of Forest Row.
2. Individuals or families experiencing financial hardship, health issues, or other significant challenges.
3. Applicants referred to the Council by other organisations on similar grounds.

Types of Assistance:

1. Direct assistance in kind in appropriate urgent cases
2. Access and/or signposting to counselling, healthcare, and other support services.
3. Initiatives aimed at promoting social inclusion and community engagement.

Monitoring and Evaluation:

1. The Council will review the effectiveness of the assistance programs.
2. Feedback from recipients will be invited to improve services.
3. Annual reports will be prepared to ensure transparency and accountability.

Review and Amendments: This policy will be reviewed annually and updated as necessary to reflect changing community needs and priorities.