

Forest Row Parish Council

Clerk:
Email:

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



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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

Dear Sir/Madam,
Your attendance is required at a meeting of the
FOREST ROW PARISH COUNCIL to be held on
TUESDAY 1st JULY 2025 in the Garden Room at the
Community Centre at **7.30 PM**.

Date: 25th June 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 29th APRIL 2025
4. DECLARATIONS OF INTERESTS/DISPENSATION REQUESTS FOR THIS MEETING
5. DELEGATED DECISIONS
6. REVIEW OF ACTIONS FROM PREVIOUS MEETING

REPORTS

7. CHAIR'S COMMENTS
8. CLERKS REPORT ON MATTERS NOT REQUIRING A DECISION
9. REPORTS FROM PRINCIPAL COUNCILS
10. REPORTS FROM COMMITTEES AND WORKING GROUPS
11. REPORTS ON MATTERS FROM OUTSIDE BODIES

MATTERS FOR CONSIDERATION/DECISION

12. FREQUENCY & STRUCTURE OF COUNCIL MEETINGS: PROPOSAL FOR REVISED FORMAT
13. ENHANCED LITTER COLLECTION & STREET SWEEPING PROJECTS: CURRENT STATUS AND DEVELOPMENT

CONFIDENTIAL BUSINESS *[Pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the Council believes that the public and press should be excluded from the meeting on the grounds of the confidential nature of the business to be transacted].*

14. A COMMERCIALLY SENSITIVE MATTER
15. ITEMS FOR FUTURE CONSIDERATION BY FULL COUNCIL OR COMMITTEE

FULL COUNCIL

BACKING PAPERS FOR MEETING 1st JULY 2025

	Description	Page nos
	Clerk's briefing note	1-3
6	Actions from previous meeting	4
10	Financial printout (by Committee)	5-11
	Written report from Planning group	12
11	Written report re Twinning Association	13
12	Position paper re meetings of Council	14-15
14	Confidential briefing note to the item	C1-C4

**COUNCILLORS' BRIEFING FOR THE MEETING OF FULL COUNCIL
ON 1st JULY 2025**

1. **PUBLIC PARTICIPATION**
2. **APOLOGIES FOR ABSENCE**
3. **RECORDS OF PREVIOUS MEETING OF 29th APRIL 2025**
4. **DECLARATIONS OF INTEREST/ DISPENSATIONS**
5. **DELEGATED DECISIONS**
6. **REVIEW OF ACTIONS FROM PREVIOUS MEETING**

ACTION: to note & approve

7. **CHAIR'S COMMENTS**

8. **CLERK'S REPORT ON MATTERS NOT REQUIRING A DECISION**

8.1 Devolution & Local Government Reorganisation. I recently attended a meeting of Wealden Clerks where the invited speaker was Mr Trevor Scott, the District Council CEO, on the linked (but different) topics of Devolution & LGR. Sussex is to become a Mayoral Authority with a public election in 2026. The Mayor will have a number of areas of strategic authority, including transport, housing, economic development and public safety. It is not yet clear how many of these powers will be devolved from Central Government and how many will effectively be 'uplifted' from existing Councils.

Local Government Reorganisation is a separate initiative, in which Sussex is a pioneer area. The original assumption was that there would be three Unitary authorities: East Sussex, West Sussex, and Brighton & Hove. Brighton is now disputing this and wants special recognition given to the coastal towns. The Government will eventually decide, but in the meantime much work is going into preparing the competing proposals. We were told that the uncertainty is also making it impossible to plan for 'downward devolution' of any powers or resources to towns & parishes, so there may be a short notice 'scramble' around these matters when the 'shadow Unitaries' come into being in Spring 2027.

8.2 Other agenda matters for Full Council I received several requests for agenda items in response to my email of 18th June. In case anyone is wondering, two items were requested by Cllr Christie, but he is unable to attend this meeting, so has asked me to hold them over, and they will be included in the agenda for 29th July.

8.3 The cemetery issue I reported to Facilities that I had made a 'last-ditch' attempt to contact the owners of suitable additional land, one area adjoining and one located elsewhere. The co-owner of the adjoining land has responded that she is "consulting her

agents”, which I think is unlikely to produce a positive outcome. But contrary to expectations, the owners of the alternative land have said they are prepared to enter into without prejudice negotiations. I have supplied an outline specification of the requirements and await their reply.

9. REPORTS FROM PRINCIPAL COUNCILS

All County & District Councillors have been invited to attend and report on any relevant issues.

10. REPORTS FROM STANDING COMMITTEES & WORKING GROUPS

The Chairs of Committees and current facilitators of working groups have been asked to report on current and planned projects, the Committee reports to include a conspectus of their sections of the revenue account.

11. REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

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

ACTION: to note reports

12. FREQUENCY & STRUCTURE OF COUNCIL MEETINGS:

PROPOSAL FOR REVISED FORMAT

This agenda item has been put forward by Cllr Jaffay and her explanatory position paper is attached.

ACTION: for Council to discuss and decide.

13. ENHANCED LITTER COLLECTION & STREET SWEEPING PROJECTS:

CURRENT STATUS AND DEVELOPMENT

These two linked projects, which have been on Council’s wish list for a considerable period, appear to have stalled due to the inflexibility of the District Council. On the litter collection side, District appear to have objected that any street collection of recycled materials would not meet their contractor’s criteria – although Council may recall that this had always been acknowledged but was considered offset by the educative factor of having dual bins . On the pavement cleaning side, there have been some desultory examples of pavement cleaning by District crews, but it may well be felt that the core problem has not been addressed. Also, the assurances given about funding for equipment seem to have been quietly forgotten.

However, the fact remains that the District Council is now in the twilight of its existence. and although it is reluctant to negotiate about potential devolution of services, we need to think now about our position, to avoid a mad scramble in the final months before the handover to the shadow unitary authority. Account will need to be taken about future costs as early as the next budget, and as Council will know, that process begins in less that three months.

ACTION: for Council to discuss and decide.

14. CONFIDENTIAL BUSINESS: A COMMERCIALY SENSITIVE MATTER

A separate confidential briefing note is supplied to Members

15. ITEMS FOR FUTURE CONSIDERATION BY FULL COUNCIL OR COMMITTEE

MEETING OF FULL COUNCIL HELD ON 29 TH APRIL 2025			
MIN. NO	DECISION	ACTION BY	PROGRESS <i>To go out with next agenda</i>
C 35/25	Install speed indication signs	David/maintenance team	Deferred to Comm.Services
C37/25	Pay grant to Forest Row Energy Co-operative Ltd	Carolyn	Done
C37/25	Inform Forest Row Festival of decision re grant application	David	Done
C42/25	Create poster for VE day celebrations	Amanda	Done
C43/25	Distribute results of cemetery consultation at APM	David	Done
C44/25	Forward reflection day results to relevant committees/working groups	Office	Done
C45/25	Standing Orders review – arrange a discussion meeting	AJ	DW by Cllr Evans
C46/25	Masterplan discussion – future FC agenda	David	Deferred to 29/07
C46/25	Middle project – future FC agenda	David	Deferred to 29/07
C47/25	A further reflection day – future FC agenda	David	Deferred to 29/07

Detailed Income & Expenditure by Budget Heading 18/06/2025

Month No: 3

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Finance & Policy							
401 Finance & Administration							
4176 FI-Precept Received	335,000	670,000	335,000			50.0%	
4181 FI-Wayleave Income	0	5	5			0.0%	
4182 FI-Devolved Services Income	438	1,600	1,163			27.3%	
4190 FI-Interest Received	1,311	7,000	5,689			18.7%	
Finance & Administration :- Income	336,748	678,605	341,857			49.8%	0
4101 FI-Salaries	68,658	441,000	372,342		372,342	15.6%	
4102 FI-Payroll Outsource Costs	280	800	520		520	35.0%	
4103 FI-Contrib. to Library Salary	0	6,500	6,500		6,500	0.0%	
4108 FI-Staff Training/Travel	35	1,000	965		965	3.5%	
4111 Forest Rate	0	30	30		30	0.0%	
4120 Postage	0	450	450		450	0.0%	
4121 Telecommunications	2,100	8,500	6,400		6,400	24.7%	
4123 Stationery	153	600	447		447	25.4%	
4124 FI-Subscriptions	2,216	6,600	4,384		4,384	33.6%	
4125 FI-Insurance	0	11,000	11,000		11,000	0.0%	
4126 Printer/copier	805	5,000	4,195		4,195	16.1%	
4134 FI-Parish Meeting	0	200	200		200	0.0%	
4135 FI-Councillors Training/Travel	0	1,000	1,000		1,000	0.0%	
4136 Security Checks	13	150	137		137	8.3%	
4137 FI-Members Allowances	605	7,000	6,395		6,395	8.6%	
4151 FI - Bank Charges	365	1,800	1,435		1,435	20.3%	
4156 FI-Legal & professional fees	0	3,500	3,500		3,500	0.0%	
4157 FI-Audit & Financial Management	1,540	5,000	3,460		3,460	30.8%	
4158 FI-Van Lease	0	300	300		300	0.0%	
4160 Office Equipment	80	500	420		420	16.0%	
4161 Office Maintenance	464	500	36		36	92.8%	
4165 FI-Election Fund	0	1,000	1,000		1,000	0.0%	
4166 Wayleaves	1	10	9		9	14.9%	
4169 Community Occasion	232	1,000	768		768	23.2%	
7101 PR- Advertising/Publicity	100	1,500	1,400		1,400	6.7%	
7102 PR-Website	0	500	500		500	0.0%	
7110 PR-Newsletter & Distribution	0	1,000	1,000		1,000	0.0%	
Finance & Administration :- Indirect Expenditure	77,648	506,440	428,792	0	428,792	15.3%	0
Net Income over Expenditure	259,100	172,165	(86,935)				

Detailed Income & Expenditure by Budget Heading 18/06/2025

Month No: 3

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>403 Other Grants</u>							
4360 Other Grants	1,483	17,500	16,017		16,017	8.5%	
4362 Local artists fund	0	1,500	1,500		1,500	0.0%	
Other Grants :- Indirect Expenditure	<u>1,483</u>	<u>19,000</u>	<u>17,517</u>	<u>0</u>	<u>17,517</u>	<u>7.8%</u>	<u>0</u>
Net Expenditure	<u>(1,483)</u>	<u>(19,000)</u>	<u>(17,517)</u>				
Finance & Policy :- Income	336,748	678,605	341,857			49.6%	
Expenditure	79,131	525,440	446,309	0	446,309	15.1%	
Movement to/(from) Gen Reserve	<u>257,617</u>	<u>153,165</u>	<u>(104,452)</u>				

Detailed Income & Expenditure by Budget Heading 18/06/2025

Month No: 3

Committee Report

Amenities & Services

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>101 Allotments</u>							
1180 Allotment Rents	76	2,200	2,124			3.5%	
Allotments :- Income	<u>76</u>	<u>2,200</u>	<u>2,124</u>			<u>3.5%</u>	<u>0</u>
1135 Allotments-Water & Upkeep	94	1,000	906		906	9.4%	
Allotments :- Indirect Expenditure	<u>94</u>	<u>1,000</u>	<u>906</u>	<u>0</u>	<u>906</u>	<u>9.4%</u>	<u>0</u>
Net Income over Expenditure	<u>(18)</u>	<u>1,200</u>	<u>1,218</u>				
<u>102 Village Greens</u>							
1280 VG-Hire Income	675	1,000	325			67.5%	
Village Greens :- Income	<u>675</u>	<u>1,000</u>	<u>325</u>			<u>67.5%</u>	<u>0</u>
1236 Outdoor Maintenance	1,532	10,000	8,468		8,468	15.3%	
1237 Outdoor Planting	672	1,000	328		328	67.2%	
1238 Street Cleaning / Litter	0	2,000	2,000		2,000	0.0%	
Village Greens :- Indirect Expenditure	<u>2,203</u>	<u>13,000</u>	<u>10,797</u>	<u>0</u>	<u>10,797</u>	<u>16.9%</u>	<u>0</u>
Net Income over Expenditure	<u>(1,528)</u>	<u>(12,000)</u>	<u>(10,472)</u>				
<u>104 Amenities General</u>							
1400 Amenities grants/donations	0	1,000	1,000			0.0%	
Amenities General :- Income	<u>0</u>	<u>1,000</u>	<u>1,000</u>			<u>0.0%</u>	<u>0</u>
1436 Skate & Play areas	0	10,000	10,000		10,000	0.0%	
1447 Dog Fouling	858	3,500	2,642		2,642	24.5%	
Amenities General :- Indirect Expenditure	<u>858</u>	<u>13,500</u>	<u>12,642</u>	<u>0</u>	<u>12,642</u>	<u>6.4%</u>	<u>0</u>
Net Income over Expenditure	<u>(858)</u>	<u>(12,500)</u>	<u>(11,642)</u>				
<u>105 Outdoor Maintenance</u>							
1501 Outdoor Maintenance Equipment	448	2,500	2,052		2,052	17.9%	
Outdoor Maintenance :- Indirect Expenditure	<u>448</u>	<u>2,500</u>	<u>2,052</u>	<u>0</u>	<u>2,052</u>	<u>17.9%</u>	<u>0</u>
Net Expenditure	<u>(448)</u>	<u>(2,500)</u>	<u>(2,052)</u>				
<u>203 Street Lighting</u>							
2314 SL-Power	1,297	6,000	4,703		4,703	21.6%	
2336 Streetlights	18,873	20,000	1,127		1,127	94.4%	
Street Lighting :- Indirect Expenditure	<u>20,169</u>	<u>26,000</u>	<u>5,831</u>	<u>0</u>	<u>5,831</u>	<u>77.6%</u>	<u>0</u>
Net Expenditure	<u>(20,169)</u>	<u>(26,000)</u>	<u>(5,831)</u>				

Detailed Income & Expenditure by Budget Heading 18/06/2025

Month No: 3

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
204 Road Safety							
2436 RS-Road Safety	0	500	500		500	0.0%	
Road Safety :- Indirect Expenditure	0	500	500	0	500	0.0%	0
Net Expenditure	0	(500)	(500)				
601 Cemetery							
6180 BU-Burial Fees	1,672	15,000	13,328			11.1%	
Cemetery :- Income	1,672	15,000	13,328			11.1%	0
6123 Cemetery Admin	1,948	450	(1,498)		(1,498)	432.9%	
6151 BU- Cemetery Rates	39	1,600	1,561		1,561	2.4%	
Cemetery :- Indirect Expenditure	1,987	2,050	63	0	63	96.9%	0
Net Income over Expenditure	(315)	12,950	13,265				
Amenities & Services :- Income	2,423	19,200	16,777			12.6%	
Expenditure	25,759	58,550	32,791	0	32,791	44.0%	
Movement to/(from) Gen Reserve	(23,336)	(39,350)	(16,014)				

Detailed Income & Expenditure by Budget Heading 18/06/2025

Month No: 3

Committee Report

Property & Assets**205 Miscellaneous Assets**

7108 PR-Notice Boards

Miscellaneous Assets :- Indirect Expenditure

Net Expenditure

301 Community Centre

3180 CC-Lettings

3181 CC-Equipment Hire

3182 CC-Rents

3185 MISC - incl books/copying)

3187 CC Drinks Machine Income

4180 Misc Income

Community Centre :- Income

3111 CC-Rates & Services

3116 CC-Upkeep/Cleaning

3127 CC - Drinks Machine

3136 CC-Enhancement

Community Centre :- Indirect Expenditure

Net Income over Expenditure

303 Venue on the Green

3306 VOTG Income

Venue on the Green :- Income

3304 Votg Non Youth Equip

3305 VOTG Running Costs

Venue on the Green :- Indirect Expenditure

Net Income over Expenditure

Property & Assets :- Income

Expenditure

Movement to/(from) Gen Reserve

Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
86	0	(86)		(86)	0.0%	
86	0	(86)	0	(86)		0
(86)	0	86				
4,461	25,000	20,539			17.8%	
274	700	426			39.1%	
3,199	12,000	8,801			26.7%	
224	500	276			44.7%	
219	600	381			36.5%	
1,800	0	(1,800)			0.0%	
10,176	38,800	28,624			26.2%	0
31,772	70,000	38,228		38,228	45.4%	
166	0	(166)		(166)	0.0%	
427	1,400	973		973	30.5%	
9,998	20,000	10,002		10,002	50.0%	
42,363	91,400	49,037	0	49,037	46.3%	0
(32,186)	(52,600)	(20,414)				
685	2,000	1,315			34.2%	
685	2,000	1,315			34.2%	0
0	500	500		500	0.0%	
0	3,000	3,000		3,000	0.0%	
0	3,500	3,500	0	3,500	0.0%	0
685	(1,500)	(2,185)				
10,861	40,800	29,939			26.6%	
42,449	94,900	52,451	0	52,451	44.7%	
(31,588)	(54,100)	(22,512)				

Detailed Income & Expenditure by Budget Heading 18/06/2025

Month No: 3

Committee Report

Localism & Community Projects**206 Community Transport**

2678 Medical Car Scheme Income

Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
69	120	51			57.5%	

Community Transport :- Income

69	120	51			57.5%	0
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2554 Wealdlink

273	1,100	827		827	24.8%	
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2601 Voluntary Medical Car Service

0	100	100		100	0.0%	
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Community Transport :- Indirect Expenditure

273	1,200	927	0	927	22.7%	0
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Net Income over Expenditure

(204)	(1,080)	(876)				
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207 Market

3184 CC-Market Income

1,105	7,500	6,395			14.7%	
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Market :- Income

1,105	7,500	6,395			14.7%	0
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3151 CC-Market expenditure

2,045	8,000	5,955		5,955	25.6%	
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Market :- Indirect Expenditure

2,045	8,000	5,955	0	5,955	25.6%	0
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Net Income over Expenditure

(940)	(500)	440				
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209 Localism & Community Proj Misc

2905 Repair Cafe & Wellbeing Servic

0	500	500			0.0%	
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Localism & Community Proj Misc :- Income

0	500	500			0.0%	0
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2671 Shed Project

589	2,000	1,411		1,411	29.4%	
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2700 Repair Cafe & Wellbeing

680	6,500	5,820		5,820	10.5%	
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2710 Environmental Support

0	1,000	1,000		1,000	0.0%	
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2715 Community Consultation

3,119	2,500	(619)		(619)	124.7%	
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2720 Capital Projects R & D

0	500	500		500	0.0%	
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Localism & Community Proj Misc :- Indirect Expenditure

4,388	12,500	8,112	0	8,112	35.1%	0
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Net Income over Expenditure

(4,388)	(12,000)	(7,612)				
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304 Cafe

3480 Gages - Sales

4,758	22,000	17,242			21.6%	
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Cafe :- Income

4,758	22,000	17,242			21.6%	0
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3436 Gages-Purchase of Equipment

158	2,000	1,842		1,842	7.9%	
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3460 Gages -Purchases Food etc

2,045	15,500	13,455		13,455	13.2%	
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Cafe :- Indirect Expenditure

2,203	17,500	15,297	0	15,297	12.6%	0
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Net Income over Expenditure

2,555	4,500	1,945				
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Detailed Income & Expenditure by Budget Heading 18/06/2025

Month No: 3

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
306 Thursday Club							
3680 TC-Subscriptions	0	200	200			0.0%	
Thursday Club :- Income	0	200	200			0.0%	0
3636 TC-Running Costs	0	750	750		750	0.0%	
Thursday Club :- Indirect Expenditure	0	750	750	0	750	0.0%	0
Net Income over Expenditure	0	(550)	(550)				
406 Youth Provision							
4676 YP-Grants & Other Income	1,329	1,000	(329)			132.9%	
Youth Provision :- Income	1,329	1,000	(329)			132.9%	0
4603 YP - Dev costs & General Expen	612	3,000	2,388		2,388	20.4%	
4604 YP - Youth Forum	0	500	500		500	0.0%	
Youth Provision :- Indirect Expenditure	612	3,500	2,888	0	2,888	17.5%	0
Net Income over Expenditure	717	(2,500)	(3,217)				
Localism & Community Projects :- Income	7,261	31,320	24,059			23.2%	
Expenditure	9,521	43,450	33,929	0	33,929	21.9%	
Movement to/(from) Gen Reserve	(2,260)	(12,130)	(9,870)				
Grand Totals:- Income	357,294	769,925	412,631			46.4%	
Expenditure	156,860	722,340	565,480	0	565,480	21.7%	
Net Income over Expenditure	200,434	47,585	(152,849)				
Movement to/(from) Gen Reserve	200,434	47,585	(152,849)				

Full Council 1st July 2025

Report on the Planning Group

There is not really much activity on the Planning front.....not many applications and not any major issues. We look forward with interest to the Governments anticipated plans to speed up the Planning processDo we need to inform the Great Crested Newts, bats and Dartford Warblers, etc. to start making new plans too as it may be that the bulldozers get priority in the future. This would, of course, put quite a few businesses that are, at present, essential to many planning applications, out of business. (All those ecological reports etc!)

Cllr M Summers

24th June 2025

Full Council 1st July 2025

Report on the Forest Row Twinning Association

There was a visit to Milly-la-Forêt during the last weekend of May and it went very successfully. It was the first visit since the pandemic. For the first time, participants travelled there by train or car rather than altogether in a coach as the cost of coach travel starting in the UK and crossing the channel has become too prohibitive. There are some new members including families with children.

Cllr M Summers

24th June 2025

Proposal for changes to Council meetings

Andi Jaffay

I propose that we discuss, debate and vote on the possibility of creating a monthly Full Council meeting with the structure outlined below. This is with the thought of making things generally smoother, more efficient and easier for everyone.

If we are all present for all aspects of Council, then we are all kept abreast of everything and we can all have a say and a vote. Much healthier and representative to make decisions if the vote is by 15 people rather than by 5. And ideas can be brought forward by more of us, which might be useful to each Committee and project.

However, I acknowledge that this could create more debate than there is reasonable time for within a 2.5 hour meeting. To mitigate this, it would need to be that the agendas are carefully thought out, so as to distribute agenda items in a smart way across the months, and that the Chairs of each section use their skill in balancing hearing ideas with arriving swiftly at conclusions and decisions.

I believe that having a monthly meeting would mean less pressure on staff and free them up to take more actions more swiftly. It would also mean less to and fro with agenda items being transferred from committee to committee simply to get an answer, and then taking several months to reach a conclusion and action.

It has certainly worked in the Councils that Peter Finnis has advised, and I believe it's a progressive way forward that we should at least trial for a few months and see how it goes.

In addition to the suggested proposed schedule below, I also I'm in support of Alex Volkers' proposal to rename the two main committees People and Place, for better clarity for Councillors, Staff and the public. For example, "Facilities" although familiar to us now, to a member of the public can be a very confusing term. Several people I know have no idea what "Facilities" really means. It's already commonplace in several Councils including ESCC, who have Committees named People and Place.

Proposed schedule to be trialed:

JE, Chair of Council

Welcome

Public Participation for all issues. Deferring items to Chairs of People, Place or F&P if necessary during the discussions

Apologies for absence

Records of previous FC meeting

Declarations of interests/ dispensation of requests

Clerk's updates for FC, People, Place, and F&P

JE hands over to:

KTS, Chair of People Committee

Updates from Working Groups: *WGs would have already sent a written report for backing papers, so this section would be follow-up from written reports. Opportunity for WGs to ask questions of Staff, of Place Committee and O&C for any collaborations, and of F&P about any funding needed or financial detail needed. Opportunity for anyone to ask WGs for clarity on details they want to know and Committee to make any decisions needing a vote.*

Agenda items for People Committee: *Including anything needing clarity from, decision or organising with Place Committee, O&C and F&P. Chair defers to each of these as necessary and decisions are made by all at the time.*

KTS hands over to:

BM, Chair of Place Committee

Updates from Working Groups: *WGs would have already sent a written report for backing papers, so this section would be follow-up from written reports. Opportunity for WGs to ask questions of Staff, of People Committee or O&C for any collaborations or F&P about any funding needed or financial detail needed. Opportunity for anyone to ask WGs for clarity on details they want to know and Committee to make any decisions needing a vote.*

Agenda items for Place Committee: *Including anything needing clarity from, decision or organising with People Committee, O&C and F&P. Chair defers to each of these as necessary and decisions are made by all at the time.*

BM hands over to:

AG Chair of F&P

Updates and Agenda Items not already covered earlier

AG hands back to:

JE Chair of Council

Agenda Items not already covered earlier.

Close of meeting