

Aldwick Parish Council.

Aldwick Parish Offices, 88 Pryors Lane, Aldwick, West Sussex PO21 4JF

Phone: 01243 263330 E-mail: clerk@aldwickparishcouncil.gov.uk

CHAIRMAN: Cllr Mr Alan Smith CLERK/RFO: S. Batey Asst. Clerk: M. Halpin

Dear Sir/Madam,

MEETING OF THE PARISH COUNCIL

I hereby give you Notice that the **440th Meeting of Aldwick Parish Council** is to be held on **Monday, 21st February 2022 at 7pm** in the Aldwick Parish Offices and all members of the Council are hereby summoned to attend.



Sue Batey

Clerk to the Council

Dated: 14th February 2022

Attention is drawn to the requirement for all Councillors to make a declaration of prejudicial or other interest that they may have in relation to items on this agenda prior to the start of the meeting. Members are reminded to make any declaration at any stage through the meeting if it then becomes apparent that this may be required when a particular item or issue is considered.

AGENDA

1. Apologies for absence
2. Declarations of Interest.
Members and officers are invited to make any declarations of pecuniary, personal and/or prejudicial interests that they may have in relation to items on the agenda and are reminded that they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent.
Members and officers should make their declaration by stating:
 - a) the item they have the interest in
 - b) whether it is a pecuniary, personal and/or prejudicial interest
 - c) the nature of the interest
 - d) if it is a pecuniary or prejudicial interest, whether they will be exercising their right to speak under item 5.
3. To co-opt a councillor to Aldwick Parish Council.
4. **Any matters that the Chairman may wish to bring to the notice of the Council for information.**
5. To receive:
Questions from members of the public and representations from any Councillor who has a prejudicial interest in any of the following agenda items:
6. To approve the minutes of the Council Meeting (437) held on Monday, 4th October 2021. Note:438 cancelled.
7. To approve the minutes of the Extra Ordinary Council Meeting (439) held on Monday, 6th December 2021.
8. Clerks Report and Actions
 - 075.21c To agree a 10k financial contribution to Arun District Council towards the refurbishment project of the Avisford Park toilets. The clerk informed Arun District Council of the Council's decision and recently received the following update from the Group Head of Technical Services for members to note:** A start date of 28th February 2022 for the refurbishment of the above site. We hope to be finished before the Jubilee Celebration weekend, subject to supply and Covid issues.
 - 076.21c To agree the request from Arun District Council to contribute towards the refurbishment of the Basketball court at Avisford Park. A young parishioner has also written to the Parish Council asking very politely that we try to fix the problems with the court. It was proposed, seconded and carried, that Aldwick Parish Council would contribute 8k** The Parks and Greenspaces team expressed their thanks for the financial contribution and will update the Council on timescales in due course. The Clerk also wrote to the young parishioner thanking him for his letter and will write again when timescales are confirmed.
 - 077.21c** The B2166 meeting with the WSCC Cabinet Member for Highways is still ongoing.

083.21c/028.21f For members information, all agreed Discretionary Grants have been paid and the office have received written confirmation from the recipients.

083.21c/030.21f The Clerk informed Arun District Council on the 4th of January 2022 that Aldwick Parish Council requires a precept of 95k for 2022/23.

9. To consider reports from the following: District Councillors and County Councillors representing Aldwick.
10. To ratify the payment of £790 for the replacement Emergency Exit door, associated accessories including fitting, painting, signage and disposal of old materials. This was carried out under Standing Order/Financial Regulations 4.5 with approval of the Chairman and Vice Chairman.
11. To consider reports from the following: District Councillors and County Councillors representing Aldwick.
12. To Receive the minutes from the following Committees:
 - a) **Planning** Dated: 11th. & 25th October, 8th & 22nd November, 6th & Virtual Indicative 20th December 2021 and Virtual Indicative 4th Virtual Indicative 17th. & 31st January and 14th February 2022.
 - b) **Finance** Dated: 18th October & 29th November 2021.
 - c) **Amenities** Dated: 1st November 2021 & Virtual Indicative 20th December 2021
13. The Planning Committee has proposed the following recommendations:

	None for this meeting.
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14. The Amenities Committee has proposed the following recommendations:

	None for this meeting.
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15. The Finance Committee has proposed the following recommendations:

	None for this meeting
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16. That Aldwick Parish Council delegate a Councillor and the Clerk to approach Bromley Council and Places for People Group and to obtain the assistance of our respective WSCC councillors, Arun District Councillors and MP Nick Gibb regarding the land transfer of the freehold of both the Queen Elizabeth 2 Diamond Jubilee Garden and the adjoining allotments to Aldwick Parish Council. These facilities are currently managed by Willowhale Farm Residents Association who are the present trustees.
17. To agree retrospectively the joint urgent decision taken by the Clerk and Chairman to purchase ‘QuickBooks’ accounting system to enable VAT to be reclaimed via ‘Making Tax Digital’. On the 1st January 2022, HMRC removed the facility of the VAT126 reclaiming procedure via the Government Gateway platform. Aldwick Parish Council received a letter from HMRC in November 2021 stating that this change over would not take place till April 2022. To enable the successful, reclaim of VAT from 1/10/2021 – 31/12/2021 QuickBooks was purchased at a cost of £12 per month plus VAT (£6.00 per month for the first 4 months). This system will totally replace the current cashbook excel spreadsheet accounting system from April 2022.
18. To agree that the Millennium Gardens planting is renovated and enhanced by replanting and reshaping. The current shrubs and plants have been in position for some time and have become large and unruly thereby impairing the overall design and appearance of the garden. To also agree that this project is delegated to the Amenities Committee and that the cost of £1834.00 (ex VAT) is approved, *see ATT1*
19. To authorise the expenditure of £750.97 for the supply and planting of a Birch Tree with steel protection and support for a Memorial tree for the late Lilian Richardson. This proposal has been approved under min no. 009.21a/047.21c, *see ATT2*.
20. To consider reports from Councillors who are Council Representatives on outside bodies.
21. Questions to the Chairman or Clerk previously submitted in writing.
22. Correspondence for Council.

Date and time of next meeting: **Monday, 4th April 2022 7pm**

Meetings of the Council are open to the Public Large Print copies of Agendas & Minutes can be made available

Members of the public are welcome to attend all Council and Committee meetings.

Please check www.aldwickparishcouncil.gov.uk for any cancellations.