



ALDWICK PARISH COUNCIL

Aldwick Parish Offices, 88 Pryors Lane, Aldwick, West Sussex. PO21 4JF
Tel and FAX: 01243 263330 E-mail: clerk@aldwickparishcouncil.gov.uk
Chairman: Cllr Richard Gotheridge Clerk: Heather Knight

Dear Sir/Madam,

You are duly summoned to an Ordinary meeting (458) of Aldwick Parish Council that will be held on **Tuesday 19th March** at approximately 7.15pm (no earlier) at the Parish Offices and all members of the Council are hereby summoned to attend.

H.V. Knight

Clerk to the Parish council.

Dated: 13th March 2024

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. They are reminded to make a declaration at any stage through the meeting if they have not done so beforehand and, if necessary, leave the meeting as required by the Local Government Act 2000.

Members of the public may speak at the discretion of the Chairman. Contributions are normally limited to no more than three minutes.

AGENDA

1. Apologies for Absence.
2. Declarations of Interest.
3. To approve as a correct record the minutes of the Council Meeting of 23rd January 2024 (*attached*).
To receive Clerk's Report and Actions (for information).
4. Any such matters as the Chairman may wish to bring to the attention of the Council for information only.
5. Adjournment for public speaking:
 - To receive representations from members of the public relating to matters on the agenda.
6. To receive reports from the District Councillors and County Councillors representing Aldwick.
7. To consider concerns reported regarding antisocial behaviour and damage to beach huts in Aldwick.
8. To consider applications received for co-option (*details to be circulated*).
9. To note vacancy on Planning Committee and any appointment to it.
10. Committee meeting minutes: To receive minutes of Planning Committee meetings held on 23rd January (approved), 6th February (approved), 20th February (approved) and 5th March 2024 (draft). (*Attached*)
11. To consider future staff resourcing and convening of a Staffing Committee meeting, which has delegated authority to review the staffing structure in consultation with the Council.
12. To consider procuring Advanced Email Threat Protection from the Council's IT provider at a cost of £1.50 per user monthly; To consider any further additional IT security options.
13. To note ADC free Climate Change Workshop for clerks/officers of parish/town councils, presented by the Centre for Sustainable Energy (CSE). (*attached*)
14. To consider forthcoming WSALC councillor training sessions and ratify attendance and costs. (*details forwarded*)
15. Annual Meeting of Electors – to consider convening and if agreed confirm date and arrangements.
16. To consider Arun DC Infrastructure Investment Plan (IIP) for the period 2025-2028, consultation deadline 1st April 2024, in particular cycle route proposals - referred from Planning Committee (Min. 63, 05/03/24). Link to ADC documents: [Community Infrastructure Levy \(CIL\) adoption | Arun District Council](#)
17. Annual Insurance Renewal: To consider quotation for annual renewal including option for long term agreement (LTA). (*attached*).

18. Amenities (roads, PROW/footpaths and general maintenance of the parish).
- Min. 140.1, Public Benches – to receive update, if available, on costings for three public seats being considered for replacement;
 - To consider provision of annual summer play scheme;
 - Allotments – to receive Clerk's update.
 - To note national arrangements for commemoration of D-Day 80 on 6th June, and consider any local arrangements such as purchase of Flag of Peace (cost from £22.80 inc VAT/postage) or Lamp of Peace (cost £55.00 inc VAT/postage). Official website and information link: www.d-day80beacons.co.uk
19. Finance
- To receive bank reconciliations and Income & Expenditure reports for cashbooks as at 31st January (*attached*) and 29th February 2024 (*to follow*);
 - Earmarked Reserves funds (EMRs): To consider any movement of year end unspent funds to or from Earmarked Reserves;
 - To receive List of Payments for authorisation (*to follow*);
 - To ratify Clerk's action, in liaison with Chairman, in cancelling unused Zoom audioconferencing subscription;
20. Representatives to External Bodies:
- To receive brief reports of APC representation at external meetings.
21. Correspondence – to note Correspondence List (*to follow*).
22. Date and time of next Council Meeting: Tuesday 23rd April 2024 at approximately 7.15pm (preceded by the 'short' Planning Committee Meeting).

Members of the press and public should be aware that being present at a meeting of the Council will be deemed as the person having consented to being recorded (photograph, film or audio recording) at the meeting or video conference by any person present.