



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 (459) of Aldwick Parish Council that will be held on **Tuesday 23rd April** 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: 16th April 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 19th March 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 items on the agenda.
6. To receive reports from the District Councillors and County Councillors representing Aldwick.
7. Committee meeting minutes: To receive minutes of Planning Committee meetings held on 19th March 2024 (approved) and 9th April 2024 (draft). (*Attached*)
8. Committee Appointments: To appoint Cllr Buckley to the Planning Committee to fill the vacancy.
9. Annual Parish Electors Meeting: To receive and approve the agenda (*attached*) and the Chairman's/Council Report (*attached if available*) for the meeting on Tuesday 7th May 2024 at 6.30pm
10. Proposal for Pedestrian Crossing at Rose Green Road/Carlton Avenue junction: To receive report of survey results on pedestrian safety /pedestrian crossing at this junction, and to consider proposal for Parish Council to support a Community Highway Scheme request to WSCC for a pedestrian crossing – Cllr D Thas to report/propose (*attached*)
11. Business Plan: To consider review of previous 5 year Business Plan and implementation of new Business Plan for the Council (*previous APC Business Plan 2013-2018 attached*)
12. Councillor Training:
 - To approve Member attendance at forthcoming WSALC new councillor/refresher training sessions, costs £45 (ex VAT) per session.
 - To approve whole council Code of Conduct training delivered free of charge by Arun DC Monitoring Officer, at a date and time to be agreed from May 2024 onwards.
13. Solar Panels Service Visit: To consider quotation from the solar PV system supplier to provide a 2-5 year after-care service visit at a cost of £120.00 (ex VAT) (*attached*).

14. Amenities (roads, PROW/footpaths and general maintenance of the parish).

- Tree planting Scheme – To consider approval for participation in the WSCC Donate A Tree scheme, at a cost of approximately £257.00 contribution per tree, as budgeted; If approved, to agree action necessary to establish suitable locations and tree species;
- To consider renewal of annual gardening maintenance arrangements with Tivoli;
- Public Benches – to receive update, if available, on costings for public seats being considered for replacement;
- Annual Play Scheme: To consider update and comparison costs, if available, for annual summer play scheme;
- Allotments – to receive Clerk's update.

15. Finance

- To ratify Clerk's urgent action taken to arrange necessary VAT data correction work by Rialtas, at a cost of £267.50 (half day) or £535.00 (full day) ex VAT;
- To receive bank reconciliations and Income & Expenditure reports for cashbooks as at 29th February 2024 (*attached*) and 31st March 2024 (*if available*);
- Earmarked Reserves funds (EMRs): To note EMR Report of funds as at 31st March 2024 (*attached*);
- To receive List of Payments for authorisation (*to be circulated*);
- To receive 2024-25 Budget (*to follow*);
- To note receipt of 1st precept instalment of £57,212.00;
- To note receipt of CIL funds of £854.66 from Arun DC.

16. Representatives to External Bodies: To receive brief reports of APC representation at external meetings.

17. Correspondence – to note Correspondence List (*to follow*).

18. Date and time of next Council Meeting: Annual Council Meeting on Tuesday 21st May 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.