



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 Guy Purser **Clerk:** Heather Knight

Dear Sir/Madam,

You are duly summoned to an Ordinary Meeting (461) of Aldwick Parish Council that will be held on **Tuesday 23rd July 2024** at approximately 7.15pm at the Parish Offices, and all members of the Council are hereby summoned to attend.

H.V. Knight

Heather Knight (Mrs)
Clerk to the Parish council

Dated: 17th July 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 and any changes to Registers of Interest.
3. To approve as a correct record the minutes of the Council Meeting held on 18th June 2024 (*attached*).
To receive Clerk's Report and Actions (for information only).
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 meetings: To Receive and Consider Minutes, Reports and Recommendations of Committees (other than any specific items on this Agenda) as follows:
 - 7.1 To receive minutes of the Planning Committee meetings held on 18th June 2024 and 9th July 2024. (*attached*).
 - 7.2 To receive the minutes of the Staffing Committee meeting held on 9th July 2024 (*attached*), including recommendations below:
 - a) To adopt the Staffing Committee Terms of Reference as amended (*attached*);
 - b) To consider and approve the recommendation that the Staffing Committee proceed with arrangements for the appointment of an Assistant Clerk, under delegated authority;
 - c) To consider and approve the recommendation that the Staffing Committee proceed with arrangements to appoint a cleaning contractor, under delegated authority.
8. To approve the appointment of Cllr Bence to the Planning Committee vacancy.
9. Review of Financial Regulations 2024-25 (deferred from May meeting, Min. 10 refers) (*attached*).
10. Finance
 - 10.1 To receive bank reconciliations and Income & Expenditure reports for cashbooks for Q1 ending 30th June 2024 (*attached*);
 - 10.2 To approve List of Payments for authorisation (*to be circulated*);
11. Amenities (roads, PROW/footpaths and general maintenance of the parish)
 - 11.1 To receive update regarding the Summer Play Scheme / Play Rangers
 - 11.2 To note withdrawal of Tivoli from gardening maintenance contract and consider options for future maintenance (*attached*). To receive update regarding summer watering regime in place.

- 11.3 To note public survey results from Arun DC regarding the Queens Field (West Meads) play area refurbishment; To consider request for funding contribution to the Queens Field (West Meads) park play area for this financial year or for 2025-26 budget discussion consideration.
- 11.4 To approve proposed purchase and locations of up to x11 trees from the WSCC Donate A Tree scheme, at a cost of £257 per tree, funded from the Open Spaces Improvements budget *(attached)*.
- 12.** Assets of Community Value - To consider expiry of 5 year listing of ACV 89 'My Local' Convenience Store, Aldwick Street, Aldwick on 22nd August 2024 (deferred from June meeting, Min. 40 refers) *(attached)*.
- 13.** To consider Arun DC of Safer Arun Partnership funding pot of £6,500 now open for bids *(attached)*.
- 14.** Representatives to External Bodies: To receive brief reports of APC representation at external meetings.
- 15.** Correspondence – to note Correspondence List (to follow).
- 16.** Date and time of next Council Meeting: Tuesday 24th September 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.