



ALDWICK PARISH COUNCIL

Aldwick Parish Offices, 88 Pryors Lane, Aldwick, West Sussex. P021 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 (463) of Aldwick Parish Council that will be held on **Tuesday 24th September 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: 18th September 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 23rd July 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. (Aldwick Baptist Church to give a short address relating to item 12, Grant Aid)
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 23rd July, 6th August and 3rd September 2024 (*attached*).
 - 7.2 To receive the minutes of the Staffing Committee meeting held on 6th August and 3rd September 2024 (*attached*)
8. External Audit: To receive and consider the signed External Audit Report and Certificate for the Annual governance and Accountability Return for year ended 31st March 2024 (*attached*)
9. Finance
 - 9.1 To receive bank reconciliations and Income & Expenditure reports for cashbooks for Q1 ending 30th June 2024, and for July and August 2024 (*attached*);
 - 9.2 To approve List of Payments for authorisation (*to be circulated*);
 - 9.3 To note receipt of 2nd payment (final balance) of precept from Arun District Council;
 - 9.4 To ratify Clerk's urgent action taken under delegated authority (attachments):
 - Purchase of new Toshiba copier/printer from Copiers&Printers.co.uk at a cost of £750 plus set up cost of £29.99 (all + VAT);
 - New 12 month service agreement with Copiers&Printers.co.uk at a quarterly cost of £15 plus print/copy costs, payable by variable direct debit;
 - Disposal of redundant Xerox Versalink C600 at a cost of £30.00, by Pronetic Ltd.
 - 9.5 To consider recommended router equipment replacement by Pronetic Ltd, at a cost of £394.76 (+ VAT) (*attached*)

- 10. Amenities (roads, PROW/footpaths and general maintenance of the parish)**
 - 10.1 Review of Summer Play Scheme / Play Rangers, considering future options (report by Cllr Buckley attached);
 - 10.2 Review of Grounds Maintenance services and future options (report by Cllr Basford attached);
 - 10.3 Benches – review of deferred requests for repair/replacement;
 - 10.4 To consider plans and costs for Christmas Tree installation (if available);
 - 10.5 To consider any plans for Remembrance Day commemoration, and any plans towards 2025 (VE 80 on 8th May 2025);
 - 10.6 Allotments – Verbal report from Cllr Huntley and Clerk, and consideration of sheds repair costs (if available.)
- 11. Grant Aid:** To appoint Working Group to review applications and make recommendation to Council
- 12. Representatives to External Bodies:** To receive brief reports of APC representation at external meetings.
- 13. Correspondence** – to note Correspondence List (to follow).
- 14. Date and time of next Council Meeting:** Tuesday 22nd October 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.