



ALDWICK PARISH COUNCIL

Aldwick Parish Offices, 88 Pryors Lane, Aldwick, West Sussex. P021 4JF
Tel and FAX: 01243 263330 **E-mail:** office@aldwickparishcouncil.gov.uk
Chairman: Cllr Guy Purser **Clerk:** Heather Knight

Dear Sir/Madam,

You are duly summoned to an Ordinary Meeting (465) of Aldwick Parish Council that will be held on **Tuesday 26th November 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: 20th November 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 22nd October 2024. 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:
To receive minutes of the Planning Committee meetings held on 22nd October and 12th November 2024.
8. To further consider request from West Meads Residents Association for the Council to submit a Traffic Regulation Order (TRO) relating to West Meads car park to the County Council, following requested evidence of public support (referred from FC 22.10.24, Min.)
9. Memorial to Lt. Walter Prior RN – to consider work and associated costs (if available) to reposition brass plaque in Dark Lane; To consider request from Bognor Regis RNA for Rededication Service and any associated costs.
10. Amenities (roads, PROW/footpaths and general maintenance of the parish)
 - 10.1 Grounds Maintenance Working Group – To receive Notes and recommendations from meeting held 04.11.24– decisions required:
 - That the length of contract for grounds maintenance from April 2025 be 1 year with an option of a further 2 years;
 - That a maintenance budget for 2025/26 of £10,000 be allocated;
 - That the Council delegates to the Grounds Maintenance Working Group completion of the process of choosing contractors/suppliers to be invited to submit a quotation for grounds maintenance work from April 2025, with a further recommendation to Council on 17th December 2024.
 - To ratify expenditure and reimbursement of £22.99 by Cllr Basford to purchase items for planted trough removal (WD40, tarpaulin, rubble sacks).

10.2 WSCC Footpath Remedial Work: In light of additional information, to further consider October Council discussion on commenting to WSCC about the standard of work - Cllr Rufey to report.

11. Finance

11.1 To receive bank reconciliations and Income & Expenditure reports for all cashbooks to 30th September and to 31st October 2024;

11.2 To approve List of Payments for authorisation;

11.3 To receive draft budget V1 2025/26 and any recommendations from Budget Working Group;

11.4 To note receipt of two CIL payments from Arun DC of £854.66 in April and £1,709.32 in October and to approve transfer of these amounts from general reserves to CIL earmarked reserve;

11.5 To note submission of Q2 VAT reclaim by due date; successful appeal against 2 previous penalties; and that accounts are now solely on one software system.

12. Grant Aid: To consider grant award recommendations from Grant Aid Working Group.

13. To review levels of finances held with Barclays Bank, currently exceeding the FSCS protection limit; To consider opening a higher interest earning, notice, savings account with Redwood Bank or Cambridge & Counties Bank, and transferring some funds to spread financial risk;

To consider reviewing banking arrangements with Barclays Bank and potential transfer of main operational account to another provider such as Unity Bank.

14. To note National Joint Council for Local Government Services agreed new pay scales for 2024-25, backdated to 1st April 2024, affecting council staff.

15. To note Government public consultation for 8 weeks from 24th October on Remote Meetings and Proxy Voting, and consider whether to make formal response.

16. Policies: To review and adopt/re-adopt the following:-

Lone Working Policy;

Biodiversity Policy;

IT Security Policy

Civility & Respect Pledge

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

18. Correspondence – to note any correspondence the Clerk wishes to bring to attention of Members.

19. Date and time of next Council Meeting: Tuesday 17th December 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.