



ALDWICK PARISH COUNCIL

Aldwick Parish Offices, 88 Pryors Lane, Aldwick, West Sussex. PO21 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 17th December 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: 11th December 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 26th November 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 26th November 2024 (meeting 3rd December was cancelled).
8. Memorial to Lt. Walter Prior RN – to consider any further information regarding repair work and associated costs (if available) to reposition brass plaque in Dark Lane; To consider potential dates for Re-dedication Service by Royal Naval Association Bognor Regis Branch, and any associated costs.
9. Amenities (roads, PROW/footpaths and general maintenance of the parish)
 - 9.1 Grounds Maintenance Working Group: To consider Notes/Confidential Report and recommendations, listed below, from meetings held 3rd December and 10th December;
 - To approve the list of contractors to be invited to quote for grounds maintenance from 1st April 2025;
 - To adopt the document Aldwick Parish Council Contract for Grounds Maintenance 1st April 2025-31st March 2026, and to issue to the adopted list of prospective contractors for quotations;
 - To consider whether the Council wishes West Meads Precinct to be added to the Schedule of Sites.
10. Finance
 - 10.1 To receive bank reconciliations and Income & Expenditure reports for all cashbooks to 31st October 2024 and to 30th November 2024;
 - 10.2 To approve List of Payments for authorisation;
 - 10.3 To receive draft budget V2 2025/26 and any recommendations from Budget Working Group;

11. Defibrillator (deferred from October meeting): To receive List of defibrillators in the locality and consider any further action, such as publishing the list, or purchase/location of additional defibrillators.
12. MP for Bognor Regis & Littlehampton (referred from November meeting): To note and consider letter of introduction from Alison Griffiths MP to Council Chair, offering to meet with Members.
13. Civility & Respect Pledge: Having met required criteria following Council's recent adoption of its Dignity at Work policy and Member/Officer Protocols, to now resolve that the Chair formally sign the Civility & Respect Pledge on behalf of the Council.
14. Representatives to External Bodies: To receive brief reports of APC representation at external meetings.
15. Correspondence – to note any correspondence the Clerk wishes to bring to attention of Members.
16. Date and time of next Council Meeting: Tuesday 21st January 2025 at approximately 7.15pm (preceded by the 'short' Planning Committee Meeting).

NB: Due to the confidential nature of the business to be transacted under item 9.1, a resolution to exclude press and public will be required and the item may be moved to later in the meeting (SO.3d refers).

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.