



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 (470) of Aldwick Parish Council that will be held on **Tuesday 22nd April 2025 at 7.00pm** at the Parish Offices, and all members of the Council are hereby summoned to attend. **Please note the earlier start time.**

H.V. Knight

Heather Knight (Mrs)

Clerk to the Parish council

Dated: 11th April 2025

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. Minutes of previous meeting**
To approve as a correct record the minutes of the Council Meeting held on 18th March 2025 (attached), and to receive the 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 meeting held on 8th April 2025 (attached).
- 8. Amenities**
 - 8.1 Bus shelter, Aldwick Road:** To consider whether to replace acrylic glazing following partial graffiti removal; Quotation for replacement Perspex, labour and fittings of £226.00 + VAT (attached; Min. 159.4 18/02/25 refers)
 - 8.2 Allotments:** Written report on site visits and waiting list (attached) - Clerk / Cllr Huntley to report;
To consider works to two plots to reduce 2x tree stumps at a cost of £90.00 (no VAT), and to reduce overgrown hedge/vegetation at a cost of £140.00 (no VAT) – total cost £230.00 (no VAT), if approved to be funded from the Allotments Maintenance Budget 4480.
- 9. Finance**
 - 9.1** To receive bank reconciliations for Cashbooks 1, 2, 3, 4 and 5 to month end 28th February 2025 and to month end 31st March 2025 (to follow); To agree bank reconciliations with bank statements, and that these be duly signed;
 - 9.2** To receive Income & Expenditure summary reports for 28th February 2025 and 31st March 2025 (to follow);
 - 9.3** To note receipt of precept 1st instalment of £60,954.50 from Arun District Council;
 - 9.4** To approve List of Payments for authorisation (to follow).
 - 9.5** To approve Clerk's recommendation for Internal Audit arrangements for year end 31st March 2025 and 31st March 2026, at an estimated cost approximately £350.00 + VAT (attached report);

10. Fixed Wire Testing (FAT) EICR Report

Following Fixed Wire Testing of the Council premises on 18th March 2025, to note report (attached).
To note findings of C2 item and recommendation to address this, and to consider quotation from service contractor of £310.00 + VAT for remedial work to replace trunking.

11. Annual Parish Meeting

To approve final agenda content for the 6th May Annual Electors' meeting at 6.30pm (attached).

12. Devolution

ADALC / WSALC Devolution Conference for parish/town councils, 31st March 2025, update from the Clerk, Cllr Purser and Cllr Thas following attendance.

13. Public Engagement and Communications

To consider whether the Council wishes to set up a Facebook page to maintain a social media presence and engagement with public – Cllr Purser and Clerk to report

14. NHS Hospital Laundry Collection

To consider request for venues to facilitate collection point for NHS garments/laundry (attached).

15. Safety of Lithium-Ion Batteries Campaign

To consider further request for parish /town councils to support national campaign for legislation changes to regulate safety and sale of lithium-ion batteries.

16. VE Day 80th Celebration, Friday 8th May 2025

To consider whether the Council will mark the occasion.

17. Health and Wellbeing in West Sussex - Consultation

To consider public consultation by West Sussex County Council Public Health Department – draft West Sussex Joint Local Health and Wellbeing Strategy 2025-2030, deadline 11.55pm 27th April 2025 (attached)/link here [Draft Joint Local Health and Wellbeing Strategy 2025 - 2030 | Your Voice West Sussex](#).

18. School Admissions – Consultation

To consider West Sussex County Council parish council consultation on review of School Admissions Relevant Area, deadline 23rd May 2025 (attached)/link circulated to Members.

19. Rowland Rank Centre

To note closure of the Rowland Rank Centre at the end of April, and any implications for the community or action the Council may wish to consider.

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

21. Correspondence – to note any correspondence the Clerk wishes to bring to Members' attention.

22. Date and time of next Council Meeting

Annual Meeting of the Council, Tuesday 20th May 2025 at 7pm (if no Planning Committee preceding).

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.