

# Aldwick Parish Council

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CHAIRMAN: Cllr Mrs L Richardson CLERK/RFO: Sue Batey ASST CLERK: Mary Halpin

Dear Sir/Madam,

## MEETING of the PARISH COUNCIL

I hereby give you Notice that the **419<sup>th</sup>** Meeting of Aldwick Parish Council is to be held on **Monday, 17<sup>th</sup> June 2019 at 7pm** in the Aldwick Parish Offices and all Members of the Council are hereby summoned to attend.



Sue Batey, Clerk to the Council

Dated: 10<sup>th</sup> June 2019.

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 prior to the start of the meeting. Members are reminded to make any declaration at any stage through the meeting if it then becomes apparent that this may be required when a particular item or issue is considered.

## AGENDA

1. Apologies for absence.
2. Declarations of Interest.  
Members and officers are invited to make any declarations of pecuniary, personal and/or prejudicial interests that they may have in relation to items on the agenda, and are reminded that they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent.  
Members and officers should make their declaration by stating:
  - a) the item they have the interest in
  - b) whether it is a pecuniary, personal and/or prejudicial interest
  - c) the nature of the interest
  - d) if it is a pecuniary or prejudicial interest, whether they will be exercising their right to speak under item 5.
3. To approve the minutes of the Council Meeting (418 AGM) held on Monday, 13<sup>th</sup> May 2019.
4. The Clerks report and actions;  
None for this meeting.
5. **Questions** from members of the public & **Representations** from any Councillor who has a prejudicial/pecuniary interest in any of the agenda items.
6. Any matters that the Chairman may wish to bring to the notice of the Council.
7. To consider reports from Arun District Councillors and West Sussex County Councillors representing Aldwick.
8. To Receive the Minutes from the following committees:  
**Planning** - Dated – 14<sup>th</sup> May, 28<sup>th</sup> May & 10<sup>th</sup> June 2019  
**Amenities** - Dated – 20<sup>th</sup> May 2019  
**Finance** – Dated – 28<sup>th</sup> May 2019

9. The Planning Committee has proposed the following recommendations:

006. 19pl	To agree the Terms of Reference and Delegated Power for the Planning Committee for the Civic Year 2019/2020, <i>see ATT1</i>	Seconded, and carried unanimously.
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10. The Amenities Committee has proposed the following recommendations:

008. 19a	To agree the Terms of Reference and Delegated Power for the Amenities Committee for the Civic Year 2019/2020, <i>see ATT2</i>	Seconded, and carried unanimously.
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11. The Finance Committee has proposed the following recommendations:

008.19f	To agree to replace the laser printer at a cost of £738.00 (ex VAT), or purchase high capacity ink trays at a cost of £699.00 (ex VAT).	Members' recommendation - to propose to Council, that the Parish Council purchase a new laser printer at a cost of £738.00 (ex VAT).
009. 19f	To agree the Terms of Reference and Delegated Power for the Finance Committee for the Civic Year 2019/2020, <i>see ATT3</i>	Seconded, and carried unanimously.
011.19f	To adopt the notice of Public Rights and Publication of Unaudited Annual Governance & Accountability return for YE 2019, <i>see ATT4</i>	Seconded, and carried unanimously.

12. To receive the Internal Audit Report for YE2019 from R. Hall & Co, *see ATT5*

**Annual Governance and Accountability Return 2018/2019**

13. To agree section 1 Annual Governance Statement 2018/2019 for Aldwick Parish Council– the Chairman and Clerk/RFO to sign. (Proposed by the Finance Committee min no: 011.19f), *see ATT6*

14. To agree section 2 Accounting Statements 2018/2019 for Aldwick Parish Council – The Chairman and Clerk/RFO to sign. (Proposed by the Finance Committee min no: 011.19f), *see ATT7*

15. To approve and adopt the bank reconciliation for YE 2019 - The Chairman and Clerk/RFO to sign. (Proposed by the Finance Committee min no: 012.19f), *see ATT8*

16. To approve and adopt the Aldwick Parish Council Explanation of Variances for YE 2019 - The Chairman and Clerk/RFO to sign. (Proposed by the Finance Committee min no: 011.19f), *see ATT9*

17. To agree that Cllr Mrs C Birch joins the Planning Committee.

18. To consider reports from Councillors who are Council Representatives on outside bodies.

19. Questions to the Chairman or Clerk previously submitted in writing.

20. Correspondence.

Date and time of next meeting:

**Monday, 29<sup>th</sup> July 2019 at 7pm**

**Meetings of the Council are open to the Public**

Note that attachments are not distributed with copies of the agenda but are available for inspection at the Council offices.

**Large Print copies of Agendas & Minutes can be made available**

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