

Aldwick Parish Council

Aldwick Parish Offices, 88 Pryors Lane, Aldwick, West Sussex PO21 4JF

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CHAIRMAN: Cllr Mrs L Richardson CLERK/RFO: S. Batey Asst. Clerk: M. Halpin

Dear Sir/Madam,

VIRTUAL MEETING OF THE PARISH COUNCIL

I hereby give you Notice that the **429th Meeting of Aldwick Parish Council** is to be held on **Monday, 15th June 2020 at 7pm virtually via Microsoft Teams** and all Members of the Council are hereby summoned to attend.



Sue Batey
Clerk to the Council
Dated: 8th June 2020

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. To ratify the following:
Legislation has stated that the Parish Council Annual General Meeting can be delayed up to or deferred until May 2021, members agreed in principle to delay the AGM till May 2021(email confirmation from members).
 - All members retain their 2019/2020 positions and carry over to 2020/2021.
Cllr Mrs Richardson remains as Chairman, Cllr Mr Smith remains as vice Chairman, Committee membership, Chairman, Vice-Chairman, positions and representatives on outside groups and Working Groups remain as is current.And all other arrangements are carried over to 2020/2021:
 - Current bank signatories, Cllr Smith, Cllr Mrs Lilian Richardson. Cllr Mrs Coppard and the Clerk.
 - R. Hall & Co., remains as the Internal Auditor to Aldwick Parish Council for 2020/2021
 - Moore Stephens are the appointed external auditor to Aldwick Parish Council for 2020/2021 as assigned by the Smaller Authorities Audit Appointments body.
 - That Irwin Mitchell remain the Solicitors to the Council for 2020/2021.
 - Elected Members Allowance is paid half yearly (May & November 2020).
2. Apologies for absence
3. 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 7.
4. Any matters that the Chairman may wish to bring to the notice of the Council for information.
5. To receive:
Questions from members of the public and representations from any Councillor who has a prejudicial interest in any of the following agenda items
6. To approve the minutes of the Council Meeting (428) held on Monday, 24th February 2020.
7. Clerks Report and Actions, *see ATTI*
8. To consider reports from the following: District Councillors and County Councillors representing Aldwick (optional invitations to join the virtual meeting have been sent).

9. To Receive the minutes from the following Committees:
- Planning** Dated: 2nd March, 16th March, 11th May, 26th May & 8th June 2020
 - Finance** Dated: 16th March 2020
 - Amenities** Dated: 9th March 2020

10. The Planning Committee has proposed the following recommendations:

	None for this meeting.
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11. The Amenities Committee has proposed the following recommendations:

	None for this meeting.
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12. The Finance Committee has proposed the following recommendations:

074.19f	<p>That Aldwick Parish Council invest £10,000 in The Aldwick Community Society to assist with the purchase of the building and freehold, (Formally: The Ship Inn -Aldwick Street). (Members requested at the Finance Meeting of the 3rd February 2020 that a briefing/information pack be supplied prior to this meeting from the Aldwick Community Society). Proposed by the Finance Committee min no: 066.19f.</p> <p>Cllr Mrs Richardson recorded the minutes in the Clerks absence.</p> <p>The Chairman welcomed the Chairman of the Aldwick Community Society and Friends of the Ship Inn (ACSFS) who was present to answer questions regarding the information pack which had been supplied prior to the meeting.</p> <p>Questions and responses related to;</p> <ul style="list-style-type: none"> • The price of the premises in their present condition as a retail outlet – the Chairman of ACSFS agreed that this price might be seen to be unrealistic but was confident that this could be negotiated down and that this would have positive effects on the budget for renovations • Fund raising – the Chairman of ACSFS related the level of funds raised by the Share Issue at the date of the meeting and that this amounted to £56,000 over a period of a few days • The marketing strategy which members believed had omitted large areas of Aldwick including parts of Rose Green and the Marine Estate. The Chairman of ACSFS acknowledged that this needed to be remedied • Comments from the two professional reports supplied in the pack which had both suggested a full structural survey and which did not appear to have been done despite the age of the building, the proximity to a ditch and the presence of some damp areas The Chairman responded that the damp areas had been identified and diagnosed as being a minor problem and that a full structural survey would be undertaken when negotiations were further advanced. Members present agreed that this would be an essential investigation prior to any purchase. • Planning issues and the need to overcome delivery times and sizes of delivery vehicles – a disputed point with a present alternative planning application. Members were assured that ACSFS were clear that all planning requirements would be met and that proper attention would be paid to the Area of Special Character and the Aldwick Parish Council Design Statement and potential parking issues. However, an outstanding issue might be a crossing issue related to the initial Morrison’s planning application • The effect of the present health and economic situation on the price, the negotiations, the process for fund raising and the potential for a successful business start -up. The response was that this could only be gauged on a day by day basis. • The need for £10,000 from the Council considering the overall cost of the whole project. The Chairman of ACSFS explained that although this was only a small part of the totality of the outlay, it would signal confidence in a local group attempting to support the community through providing and running a beneficial asset for the community. <p>Following this discussion, members voted unanimously in favour of supporting the proposal and putting this to the next Council meeting although the Chairman of ACSFS was warned that due to the issues surrounding Covid-19 there was as yet, no guarantee that this would be held on the allocated date and that circumstances present at that time might further affect their decision.</p>
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075.19f.	<p>Members are asked to ratify the following as the Insurance has been processed.</p> <p>To agree and propose to Council that the Parish Council insurance for 2020/2021 is renewed with Ecclesiastical on a 3yr agreement. The annual premium for 2020/2021 is £1,864.65 and has been recommended by Came & Company, local council insurance brokers.</p> <p>Members voted unanimously in favour and proposed to Full Council.</p>
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Annual Governance and Accountability Return 2019/2020

Please note: due to the Covid-19 lockdown these documents have not been presented to the Finance Committee.

13. To receive the Internal Audit Report for the year ending 31st March 2020 from R. Hall & Co, *see ATT2*
14. To agree section 1 Annual Governance Statement 2019/2020 for Aldwick Parish Council.
The Chairman and Clerk to sign, *see ATT3*
15. To agree section 2 Accounting Statements 2019/2020 for Aldwick Parish Council.
The Chairman and Clerk to sign, *see ATT4*
16. To approve and adopt the bank reconciliation for YE 31/3/2020.
The Chairman and Clerk to sign, *see ATT5*
17. To approve and adopt the Aldwick Parish Council Explanation of Variances for YE 31/3/2020.
The Chairman and Clerk to sign, *see ATT6*
18. To adopt the notice of Public Rights and Publication of Unaudited Annual Governance & Accountability return for 2019/2020, *see ATT7*
19. Following an agreed action by the Chairman, Vice Chairman and Clerk, under Standing Order 4.1, budget code 34, Youth Activities; to support and retrospectively agree a grant of £1,000 for Rose Green Primary School to assist in the safe return of children to school whilst adhering to post Covid-19 government lockdown restrictions.
20. To agree to set up a post-Covid-19 fund of £5,000 to enable grants to be made to benefit those organisations supporting individuals in the community to continue to be supported as post lockdown Covid -19 restrictions are lifted.
21. To agree that the 2020/2021 Discretionary Grant application period is for 12 weeks, starting on the 10th July 2020 and finishing on the 18th September 2020. Notice of this period and the application pack will be placed on the website and advertised in the Sussex Views.
22. To agree the Calendar for virtual meetings up to October 2020, this will be subject to change, (refer to previous publication).
23. Questions to the Chairman or Clerk previously submitted in writing.
24. Correspondence.

Date and time of next meeting:

Monday, 10th August 2020 at 7pm

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Please check www.aldwickparishcouncil.gov.uk for any cancellations.
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