



# EAST PRESTON PARISH COUNCIL

From: Simon Cross      Clerk to the Council

31<sup>st</sup> August 2021

Dear Councillor and Parishioners

NOTICE IS HEREBY GIVEN AND COUNCILLORS ARE SUMMONED to the **Monthly Meeting** of the Council which will be held on **Monday, 6<sup>th</sup> September 2021** at East Preston Infant School, Lashmar Road, East Preston commencing at **19:00.**

The Public has the right to attend; however, numbers are currently limited and attendance should be booked in advance. Please call the Council Office before midday on the day of the meeting to book a space.

Sound equipment can be made available upon advance request to the Council Office.

Yours sincerely

**Clerk to the Council**

## **AGENDA**

1. Introductions.
2. Apologies for Absence.
3. Members and Officers are invited to make any declarations of pecuniary, personal and/or prejudicial interests they may have in relation to items on this Agenda, and are reminded 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 interest and/or prejudicial interest
  - c) the nature of the interest
  - d) if it is a prejudicial or pecuniary interest, whether they will be exercising their right to speak under Public Question Time
4. A **Public Question Time** of up to fifteen minutes. Where it is not possible to give immediate answers, the answers will be given at the next Meeting or, if preferred, sent direct to the questioner.

**Note:** This Question Time is the only opportunity at which “Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.” (Standing Order 3e)

Each “member of the public shall not speak for more than three minutes.” (Standing Order 3g)

Members of the public are respectfully asked not to talk during the rest of the meeting unless invited to do so by the Chairman of the Council.

5. An opportunity for Councillors to respond to any matter raised during Public Question Time.
6. West Sussex County Council:
  - a) To receive a report from the West Sussex County Councillor representing East Preston (to last no longer than five minutes).
7. Arun District Council:
  - a) To receive a report from the Arun District Councillors representing East Preston (to last no longer than ten minutes).
8. To consider whether or not to respond to the public consultation on the proposed expansion of the Rampion Wind Farm and, if yes, what should that response be?
9. To confirm the Minutes of the meeting of the council held on 5<sup>th</sup> July 2021.
10. To receive an update on matters from previous Full Council meetings.
11. Financial Matters:
  - a) To approve the **Outstanding Purchase Orders** for 2021/22 to date report totalling £16,284.40 (exc. VAT);
  - b) To approve the **Supplier Non BACS Invoices Paid** reports July & August (inc. unreported additional payments from previous month) totalling £1,083.24 (inc VAT);
  - c) To approve the **Supplier BACS Invoices Paid** reports for July & August (totalling £39,870.67);
  - d) To approve the **List of Sales Invoices & Bank Receipts** report for financial year to date totalling £164,502.06 (inc. VAT);
  - e) To note the **Bank Reconciliations** to 14<sup>th</sup> July 2021 and 13<sup>th</sup> August 2021;
  - f) To note up-to-date **Budget Summary Report** for 2021/22.
12. To note written reports and to receive any urgent updates from the council’s committees:
  - a) Amenities Committee (Chairman – ST);
  - b) Audit & Governance Committee (Chairman – GM);
  - c) Community Engagement Committee (Chairman – EL);
  - d) Finance & General Purposes Committee (Chairman – RM);
  - e) Major Events Committee (Chairman – EL);
  - f) Personnel Committee (Chairman – PG);
  - g) Planning & Licensing Committee (Chairman – GM).
13. Amenities Committee:
  - a) To agree the unforeseen expenditure on the Low level fencing surround the Village Green.
14. Finance & General Purposes Committee:
  - a) To consider a recommendation to freeze the precept for the coming financial year;
  - b) To consider a recommendation to change the council’s insurance provider with effect from 1<sup>st</sup> October 2021;
  - c) To consider a recommendation to change the council’s email provider;
  - d) To note agreed expenditure on the re-lining of the Village Green car-park.
15. Major Events Committee:
  - a) To agree to take up to £400 from the council’s reserves to fund the purchase and planting of a Field Maple on the Village Green to mark the Queen’s Platinum Jubilee.
16. Personnel Committee:
  - a) To adopt a Parental Leave Policy for the council.

17. To note written reports and to receive any urgent updates from the Parish Council Working Parties:
  - a) Conservative Hall (Chairman – RM);
  - b) Environmental Initiatives (Chairman – JG);
  - c) Flat and Frontage (Chairman – SW);
  - d) Leases (Chairman – tbc);
  - e) Playing of Cricket (Chairman – CB).
18. Environmental Initiatives Working Party:
  - a) To agree to commission Energy Performance Certificates for a range of publicly-used buildings in East Preston at an approximate cost of £2,500.
19. Clerk’s Report.
20. To note written reports from Members attending other meetings and events:
  - a) Councillor Walkabout, 6<sup>th</sup> July (PG and EL);
  - b) Councillor Walkabout, 10<sup>th</sup> July (EL and JG);
  - c) WSALC Chairman’s Forum, 14<sup>th</sup> July (ST);
  - d) EIWP meetings with two churches and one football club, 21<sup>st</sup> July (JG);
  - e) Rampion 2 Project Liaison Group, 21<sup>st</sup> July (JG);
  - f) WSALC Social Media training for councillors, 20<sup>th</sup> July (ST and PG);
  - g) Councillor Walkabout, 17<sup>th</sup> August (PG and EL);
  - h) Councillor Walkabout, 24<sup>th</sup> August (ST and EL);
  - i) Littlehampton Society presentation on the proposed expansion of Rampion Wind Farm, 24<sup>th</sup> August (JG);
  - j) WSALC Dealing with a Crisis training, 26<sup>th</sup> August (CB and PG).
21. To consider any matters covered by any of the reports in the above Agenda Item.
22. New items to be referred to the next meeting – 4<sup>th</sup> October.

***This meeting is open to the public. Where possible, members of the public are asked to be present five minutes before the start of the meeting.***

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