



EAST PRESTON PARISH COUNCIL

From: Simon Cross Clerk to the Council

29th October 2018

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, 5th November 2018** at the East Preston Infant School, Lashmar Road, East Preston commencing at **7.00pm**.

The Public has the right to attend. 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. British Transport Police, Railway Safety Camera Partnership:
 - a) PC Ed James to answer questions about safety at the Roundstone Level Crossing.
 5. 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 for the Public “to make representations, answer questions and give evidence in respect of any item of business included in the Agenda.” (Standing Order 1d)

“Each member of the public is entitled to speak once only in respect of business itemised on the agenda and

shall not speak for more than three minutes.” (Standing Order 1f)

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.

6. An opportunity for Councillors to respond to any matter raised during Public Question Time.
7. West Sussex County Council:
 - a) To receive a report from the West Sussex County Councillor representing East Preston.
8. Arun District Council:
 - a) To receive a report from the Arun District Councillors representing East Preston;
 - b) To note the letter received from Alan Peach, Town/Parish Council Precepts – 2019/20.
9. To confirm the Minutes of the meeting of the council held on 1st October 2018.
10. To receive an update on matters from previous Full Council meetings.
11. Financial Matters:
 - a) To approve the **Outstanding Purchase Orders** for 2018/19 to date report totalling **£19,204.57** (exc VAT);
 - b) To approve the **Supplier Non BACS Invoices Paid** report for **Late September Payments 2018** totalling **£60.00** (inc VAT);
 - c) To approve the **Supplier Non BACS Invoices Paid** report for **October Payments 2018** totalling **£3,584.58** (inc VAT);
 - d) To approve the **Supplier BACS Invoices Paid** reports for **October 2018** totalling **£16,126.07** (inc VAT);
 - e) To approve the List of **Sales Invoices & Bank Receipts** report for financial year to date totalling **£277,513.99** (inc VAT);
 - f) To note the **Bank Reconciliation to 12th October 2018**;
 - g) To note to-date **Income & Expenditure Summary against Budgets for 2018/19**.
12. To note written reports and to receive any urgent updates from the council’s committees:
 - a) Amenities Committee;
 - b) Audit & Governance Committee;
 - c) Community Engagement Committee;
 - d) Finance & General Purposes Committee;
 - e) Major Events Committee;
 - f) Personnel Committee;
 - g) Planning & Licensing Committee.
13. Audit & Governance Committee:
 - a) To seek agreement for a Boundary Review to bring properties south of the A259, between Station Road and the junction of the B2140 and A280 into East Preston parish.
14. Major Events Committee:
 - a) To agree an additional £300 from the contingency budget line for 2018/19 for the End of Term reception.
15. Personnel Committee:
 - a) To agree a revised wording for Standing Order 13b.
16. To note written reports and to receive any urgent updates from the Parish Council Working Parties:
 - a) Leases;
 - b) Website.
17. East Preston and Kingston Village Hall Foundation:
 - a) To consider a letter received on 3rd October.
18. Clerk’s Report.
19. To note written reports from Members attending other recent meetings and events, to include:

- a) WSCC / Alzheimer's Society *Dementia Awareness Drop In*, 1st October (ST);
- b) WSCC Community Resilience Forum, 4th October (ST);
- c) NHS Local Community Network meeting, 9th October (PG);
- d) WSCC Joint Eastern Arun Area Committee Highways & Transport sub-group, 18th October (EL);
- e) REAL Patients Group, public meeting, 20th October (PG and EL);
- f) **Comic Capers** Playscheme, 24th October (AC).

20. To consider any matters covered by any of the reports in the above Agenda Item.

21. New items to be referred to the next meeting – 3rd December.

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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