



EAST PRESTON PARISH COUNCIL

From: Simon Cross Clerk to the Council

24th February 2020

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, 2nd March 2020** at the East Preston Infant School, Lashmar Road, East Preston commencing at **18:30**.

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. A presentation from West Sussex County Council, *Waste Prevention and Recycling for Residents in West Sussex*.
4. 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
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 (to last no longer than five minutes).
8. Arun District Council:
 - a) To receive a report from the Arun District Councillors representing East Preston (to last no longer than ten minutes).
9. To confirm the Minutes of the meeting of the council held on 3rd February 2020.
10. To receive an update on matters from previous Full Council meetings.
11. Financial Matters:
 - a) To approve the **Outstanding Purchase Orders** for 2019/20 to date report totalling £3,560.57 (exc VAT);
 - b) To approve the **Supplier Non BACS Invoices Paid** report for late payments January 2020 totalling £91.80 (inc VAT) and February 2020 totalling £499.77;
 - c) To approve the **Supplier BACS Invoices Paid** reports for February 2020 totalling £21,667.57 (inc VAT);
 - d) To approve the **List of Sales Invoices & Bank Receipts** report for financial year to date totalling £315,634.59 (inc VAT);
 - e) To note the **Bank Reconciliation** to 14th February 2020;
 - f) To note up-to-date **Budget Summary Report** for 2019/20.
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. To note written reports and to receive any urgent updates from the Parish Council Working Parties:
 - a) Leases.
14. Warren Recreation Ground:
 - a) To consider a letter dated 15th January, *Ref: Meeting with Mediators 6th November 2019*.
15. Clerk’s Report.
16. To note written reports from Members attending other meetings and events, to include:
 - a) Eastern Parishes meeting, 4th February (ST);
 - b) WSCC Joint Eastern Arun Area Committee Highways & Transport sub-group, 6th February (EL);
 - c) East Preston & Kingston Bowls Club, 18th February (SC).
17. To consider any matters covered by any of the reports in the above Agenda Item.
18. New items to be referred to the next meeting – 6th April.

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.

Council Office, 122 Sea Road, East Preston, West Sussex. BN16 1NN
01903 770050 eastpreston-pc.gov.uk eparishcouncil@btconnect.com