



# EAST PRESTON PARISH COUNCIL

From: Simon Cross      Clerk to the Council

30<sup>th</sup> June 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, 6<sup>th</sup> July 2020** via the Zoom remote meeting application commencing at **19:00**. Details for the Zoom meeting will be provided upon request.

The Public has the right to attend.

Yours sincerely

**Clerk to the Council**

## AGENDA

1. Introductions.
2. One minute's silence to remember former Chairman of the Council, the late Doug Medhurst.
3. One minute's silence to remember former Chairman of the Council, the late Chris Roberts.
4. Apologies for Absence.
5. 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
6. 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.

7. An opportunity for Councillors to respond to any matter raised during Public Question Time.
8. 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).
9. Arun District Council:
  - a) To receive a report from the Arun District Councillors representing East Preston (to last no longer than ten minutes).
10. To confirm the Minutes of the meeting of the council held on 8<sup>th</sup> June 2020.
11. To receive an update on matters from previous Full Council meetings.
12. Financial Matters:
  - a) To approve the **Outstanding Purchase Orders** for 2020/21 to date report totalling £3,267.49 (exc VAT);
  - b) To approve the **Supplier Non BACS Invoices Paid** reports for June (totalling £1,367.54) & Late Payments (May totalling £199.54);
  - c) To approve the **Supplier BACS Invoices Paid** reports for June (totalling £20,966.34);
  - d) To approve the **List of Sales Invoices & Bank Receipts** report for financial year to date totalling £145,288.09 (inc VAT);
  - e) To note the **Bank Reconciliation** to 12<sup>th</sup> June;
  - f) To note up-to-date **Budget Summary Report** for 2020/21.
13. 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.
14. Amenities Committee:
  - a) To consider the re-opening of the Warren Recreation Ground children’s play area and outdoor gym equipment.
15. Finance & General Purposes Committee:
  - a) To agree a grant to East Preston Cricket Club for £500 to help pay for repairs to the safety netting on the eastern and western boundaries of the Warren Recreation Ground;
  - b) To approve an overspend of £90 on the email budget line.
16. To note written reports and to receive any urgent updates from the Parish Council Working Parties:
  - a) Flat and Frontage;
  - b) Leases.
17. Annual Parish Meeting:
  - a) To note the draft Minutes of the meeting held on 22<sup>nd</sup> June 2020.
18. Clerk’s Report.
19. To consider the purchase of a further two plaques to be attached to the bench outside the Council Office, one each to commemorate former Chairmen of the Council, Doug Medhurst, Chris Roberts and Nicholas Myer. This as at an estimated purchase cost of £90 for the three.

20. To note written reports from Members attending other meetings and events, if any.
21. To consider any matters covered by any of the reports in the above Agenda Item.
22. To consider whether or not to hold an August meeting.
23. New items to be referred to the next meeting – 3<sup>rd</sup> August or 7<sup>th</sup> September.

***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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