



# EAST PRESTON PARISH COUNCIL

From: Simon Cross      Clerk to the Council

28<sup>th</sup> July 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, 3<sup>rd</sup> August 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. 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 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.
5. An opportunity for Councillors to respond to any matter raised during Public Question Time.
  6. West Sussex County Council:
    - a) To receive a written report from the West Sussex County Councillor representing East Preston.
  7. Arun District Council:
    - a) To receive a written report from the Arun District Councillors representing East Preston.
  8. To confirm the Minutes of the meeting of the council held on 6<sup>th</sup> July 2020.
  9. To receive an update on matters from previous Full Council meetings.
  10. Financial Matters:
    - a) To approve the **Outstanding Purchase Orders** for 2020/21 to date report totalling £15,280.17 (exc VAT);
    - b) To approve the **Supplier Non BACS Invoices Paid** reports for July (inc unreported additional payments from previous month) totalling £1,737.70;
    - c) To approve the **Supplier BACS Invoices Paid** reports for July (totalling £15,000.69);
    - d) To approve the **List of Sales Invoices & Bank Receipts** report for financial year to date totalling £148,213.33 (inc VAT);
    - e) To note the **Bank Reconciliation** to 14<sup>th</sup> July;
    - f) To note up-to-date **Budget Summary Report** for 2020/21.
  11. 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.
  12. Community Engagement Committee:
    - a) To agree a sum of up to £800 to cover the purchase and installation of two new blue plaques in the village.
  13. Personnel Committee:
    - a) To agree a daily allowance for council officers working from home in response to the pandemic.
  14. To note written reports and to receive any urgent updates from the Parish Council Working Parties:
    - a) Flat and Frontage;
    - b) Leases.
  15. Warren Recreation Ground:
    - a) To consider what action to take in response to a letter dated 21<sup>st</sup> July, *Re: The dangers of allowing league cricket to be played on the Warren Recreation Ground.*
  16. Clerk's Report.
  17. To note written reports from Members attending other meetings and events:
    - a) Preschool picnic replacement, 7<sup>th</sup> July (AC and PG).
  18. To consider any matters covered by any of the reports in the above Agenda Item.
  19. New items to be referred to the next meeting – 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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