

WEST DEAN PARISH COUNCIL
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Members of West Dean Parish Council are hereby summoned to the Annual General Meeting of West Dean Parish Council at 7.30pm on Wednesday 8 May 2024 at West Dean College.

Clare Kennett, 1 May 2024
Clerk to the Parish Council

Agenda

The order of business to be transacted is:

- 1. Election of the Chairman and signing of the Declaration of Acceptance of Office**
- 2. Apologies for absence**
- 3. Election of the Vice-Chairman and signing of the Declaration of Acceptance of Office**
- 4. Code of Conduct**
 - Declarations of interests on items included on the agenda.
 - Dispensations: To consider any requests for dispensations.
- 5. Minutes of the meeting held on 13 March 2024:** To agree and sign the minutes as a correct record.
- 6. Update on matters carried forward from previous meeting:** To note any updates that are not otherwise on the agenda.
 - To note that PCSO Colin Booker is unable to attend the meeting to discuss rural crime in the Parish due to other work commitments.
 - Site visit at Grinch Lane with officers from WSCC Highways.
 - To note that the memorial stability testing inspection at the cemetery and churchyard will take place week commencing Monday 13 May.
- 7. Open forum:** To hear representations, questions and statements from members of the public, conducted in accordance with Standing Orders 3(e) to 3(h).
- 8. Brief report from County Councillor Jeremy Hunt on matters affecting the Parish.**
- 9. Brief report from District Councillor Henry Potter on matters affecting the Parish.**
- 10. Review of lead councillors:**
 - Traffic action
 - Planning
 - Highways and flooding
 - Village maintenance and footpaths
 - Winter management and maintenance
- 11. Review and adoption of:**
 - Standing Orders
 - Financial Regulations
 - Staff and Cllr Data Policy

- Data Protection Policy
- Risk Register

12. Traffic/roads update:

- Speedwatch: To receive an update from Cllr Court.
- SID report: To receive an update from Cllr Graham.
- A286 Binderton speed limit change: To receive an update from Cllr De Groot.

13. Planning:

- To receive a verbal report from the Chairman, including consideration of any applications received since the last meeting.
- SDNPA Planning Committee update: The Levelling Up and Regeneration Act 2023:
 - 25% increase in planning application fees for residential, and then by inflation.
 - Planning permission now require for short-term holiday lets including Airbnbs.
 - 4-year rule for retrospective permission for a certificate of lawfulness is now increased to 10 years.
 - Financial penalties for planning authorities to accelerate decision-making.
 - Powers to stop planning permission for historically slow developers.
 - Developers will have to deliver vital infrastructure and community assets with housing.
 - (Not a planning issue) Council tax premium can be applied on second homes.

14. Cemetery: To consider the circulated comparison of cemetery fees.

15. D-Day 80th anniversary, Thursday 6 June 2024: To discuss the organisation of the commemorative event.

16. Flagpole: To consider the circulated quotes.

17. Internal audit for financial year 2023/24:

- To receive and note the internal audit report for 2023/24.
- Annual Governance Statement, Section 1 of the 2023/24 Annual Governance and Accountability Return (AGAR): To review the effectiveness of the system of internal control and approve the Annual Governance Statement by resolution. (Sign Section 1).

18. Receipts and payments 2023/24 and statement of reserves: To note the circulated budget report to 31 March 2024.

19. Accounting Statements, Section 2 of the 2023/24 AGAR.

- To consider the Accounting Statements and approve them by resolution. (Sign Section 2)
- To agree and set the period of public rights for the inspection of the unaudited AGAR.

20. Finance:

- To approve the list of payments. (In compliance with Financial Regulation 5.2, personal payments, including salaries, are summarised on a separate confidential paper).
- To review the Council's annual fees, charges and regular payments as detailed on the circulated report.

21. Correspondence: To note items of interest

- Video from Met Police about keeping elected officials/election candidates safe
- Centurion Way project update
- SDNPA Planning Policy update about their work on the evidence base for the Local Plan Review.
- Emails from WSCC Highways about high volume of enquiries and response times.
- A recording of the last SDNPA Parish Meeting on 13 March.
- Offer from the Cyber Crime Unit of free online safety presentations to parish councils and residents.
- Notification of Race to the King event on 15-16 June.

22. Announcements and items for the next meeting: To note items brought forward by permission of the Chairman.

23. Date of next meeting: The next meeting is scheduled to be held on Wednesday 10 July 2024 at 7.30pm.