

WEST DEAN PARISH COUNCIL
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Members of West Dean Parish Council are hereby summoned to the Full Council Meeting of West Dean Parish Council at 6pm on Wednesday 10 July 2024 at West Dean College.

Clare Kennett, 3 July 2024
Clerk to the Parish Council

Agenda

The order of business to be transacted is:

- 1. Apologies for absence**
- 2. Code of Conduct**
 - Declarations of interests on items included on the agenda.
 - Dispensations: To consider any requests for dispensations.
- 3. Minutes of the meeting held on 8 May 2024:** To agree and sign the minutes as a correct record.
- 4. Update on matters carried forward from previous meeting:** To note any updates that are not otherwise on the agenda.
 - Item 6: PSCO Booker is unable to attend the meeting in July and the Clerk has sent him the meeting dates for the rest of the year.
 - Item 15. Update from the D-Day event held on 8 June.
 - Item 16. Update on the flagpole bought for the school.
 - Item 17: To note that the Clerk has submitted the audit papers for 2023/24 to the external auditor.
- 5. Open forum:** To hear representations, questions and statements from members of the public, conducted in accordance with Standing Orders 3(e) to 3(h).
- 6. Brief report from County Councillor Jeremy Hunt on matters affecting the Parish.**
- 7. Brief report from District Councillor Henry Potter on matters affecting the Parish.**
- 8. The Trundlers:** To receive an update from Celia Dickinson.
- 9. Annual Parish Meeting of Singleton and Charlton Parish:** To receive a report from the Chairman following attendance at the meeting where Southern Water gave a presentation.
- 10. 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.
- 11. Planning:** To receive a verbal report from the Chairman, including consideration of any applications received since the last meeting.
 - **24/02566/PNCOUF:** Change of use of building from agriculture to farm shop (less than 150 sqm).
Crowshall, Chilgrove Road, West Dean.

- Class R, R.3 - (1) (a) Notification (less than 150 sqm.) for the change of use of building from agriculture to a café (Class E (b)). Crows Hall (The Courtyard), Crowshall Farm, Chilgrove Road, West Dean.

12. Cemetery:

- To receive the recommendations of the memorial inspection carried out on 16 May 2024.
- To approve the updated cemetery rules.
- To discuss the quote received for removing moles at the cemetery.
- Cemetery maintenance.
- D-Day silhouettes.

13. Salt audit 2024/25: To agree the quantity of grit to be ordered from WSCC, deadline 31 July 2024.

14. 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 receive the bank reconciliation and the budget report to 30 June 2024.
- To approve the latest version of the Financial Regulations, updated by NALC in May 2024.

15. Correspondence: To note items of interest:

- Introduction from PCSO Tara Watson-Ives and PCSO Paul Slater who are the PCSOs covering the local area.
- Email from The Countryside Charity requesting that the Council completes a survey about sewage in the Parish to build a case for local planning authorities to stipulate that sewerage upgrades proceed development [Sewerage infrastructure before development - A Campaign led by CPRE SussexA questionnaire for Local Councils Survey \(surveymonkey.com\)](#)
- South Downs Local Plan Review consultation to take place from 3 July to 16 September [South Downs Local Plan Review - South Downs National Park Authority](#)
- WSALC e-newsletter - first edition with local sector updates.

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

17. Confidential business: To resolve to exclude the public and press, in the view that publicity would prejudice the public interest by reason of the confidential nature of the business or arising out of the business about to be transacted – Public Bodies (Admission to Meetings) Act 1960.

18. The Selsey Arms: To receive an update.

19. Staffing Committee: To receive the recommendations of the meeting held on 15 May 2024.

- Receive the Clerk's Personal Performance Development Review.
- Adopt the HR policies at www.westdeanpc.co.uk/hr-policies/
- To consider adoption of the Civility and Respect Pledge [Civility and Respect Project \(nalc.gov.uk\)](http://civilityandrespectproject.nalc.gov.uk)

20. Date of next meeting: The next meeting is scheduled to be held on Wednesday 11 September 2024 at 7.30pm.