



East Dean & Friston P a r i s h C o u n c i l

Councillors are hereby summoned to attend a meeting of East Dean and Friston Parish Council to be held in the Small Hall of the Village Hall, East Dean on Thursday 5 May 2022 commencing immediately after the Annual Parish Council Meeting

Members of the public and press have a right, and are welcome, to attend meetings of the council either in person or remotely on the Zoom platform, and to speak during the Public Session. Meetings may be recorded.

Meeting ID: 842 1205 1558

Passcode: 206231

One click link

<https://us02web.zoom.us/j/84212051558?pwd=TDI2V091RFBmTVpsSWtnY1p2RlZ2UT09>

Katrina Larkin

Clerk to the Council

28 April 2022

AGENDA

Public Session

Council Session

1. Acceptance of apologies for absence
2. Declarations of Interest*
3. To approve the minutes of the council meeting held on 7th April 2022
4. Report of the Member of Parliament
5. Report of the County Councillor
6. Report of the District Councillor

FOR DECISION:

7. **Business in Progress (Report Item 7)**
 - a) To note a report by the Clerk on progress made since the April meeting
 - b) To consider a donation to a local charity for the benefit of Ukraine
 - c) To receive an update on preparations for the Annual Village Meeting 2022
8. **Council Insurance (Report Item 8)**

To consider a quotation for the council's insurance for the year 1 June 2022 to 31 May 2023
9. **Council accountancy software purchase (Report Item 9)**

To consider the purchase of a sector-specific accountancy software package that is enabled for HMRC's Making Tax Digital requirement

10. Neighbourhood Plan (Report Item 10)

- a) To note the brief supplied by the South Downs National Park Authority
- b) To consider the budgetary implications
- c) To review the Terms of Reference of the Steering Group and to appoint a Chair

11. Workplace Pension Scheme (Report Item 11)

To approve the provision of a staff workplace pension scheme as required by the Pensions Regulator

12. Platinum Jubilee Events Update (Report Item 12)

To note the contents of the report and agree to provide assistance with implementing the programme of events as planned.

13. Payments and Receipts (Report Item 13 to follow)

- a) To approve payments for May 2022 and note receipts for April 2022
- b) To note the accounts provided by the Community Watch for 2021/22

FOR NOTING:

14. Urgent Items not on the Agenda which the Chair is of the opinion should be considered as a matter of urgency but not decision.

15. Reports

- a) Chair of the Council
- b) Planning Committee - to note the draft minutes of the committee meeting held on 26 April 2022
- c) Finance – to note the Budget Monitoring Report for Month 1, 2022/23 (Report Item 15c to follow)
- d) Traffic Management Working Group
- e) Rights of Way and Highways – to note the draft minutes of the county liaison meeting (Strengthening Local Relationships), held on 28th April 2022, if available
- f) Tree Warden
- g) Recreation Ground
- h) Environment

16. Correspondence (Report Item 16)

To note a report by the clerk on correspondence received

17. Dates of next meetings:

- a) **Annual Village Meeting - Friday 20th May 2022**
- b) **Ordinary June parish council meeting - Thursday 9th June 2022** (second Thursday in the month because of the Jubilee Bank Holiday on 2nd June)

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- * **Declarations of Interests** – Councillors are reminded to make any declarations of Disclosable Pecuniary Interests or other Interests that they may have in relation to items on this Agenda. Notice should be given at this point in the Meeting of any intended declaration. The nature of the interest should be declared at the commencement of the item or when the

interest becomes apparent. Members should remember to advise The Clerk of any changes to their declared interests, as they arise.