



# 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 6 April 2023 commencing at 6.30 pm**

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: 852 5002 0039

Passcode: 868867

One click link:

<https://us02web.zoom.us/j/85250020039?pwd=YllmQSsvcS9FQkxyVE4zUS9vTFIhUT09>

*Katrina Larkin*

Clerk to the Council

30 March 2023

## AGENDA

### Public Session

### Council Session

1. Acceptance of apologies for absence
2. Declarations of Interest\*
3. Approval of the Minutes - to confirm and sign the minutes of the parish council meeting held on 2 March 2023
4. Report of the Member of Parliament
5. Report of the County Councillor
6. Report of the District Councillor
7. **Clerk's Report (Report Item 7)**  
To note an update from the parish office for the month of March 2023, and:
  - a) To consider a donation of £250 to the Residents' Association towards the cost of the Coronation Village Picnic on 7<sup>th</sup> May 2023
  - b) To purchase a new Ukrainian flag at a cost of approx. £15
  - c) To consider the repair of the fingerpost at the junction of Went Way and Lower Street
8. **Annual Village Meeting 2023 (Report Item 8)**  
To note the report and finalise the agenda and other arrangements for the meeting

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9. **South Downs Local Plan Review/Parish Neighbourhood Plan**

To note the draft Planning Committee minutes of 21 March 2023 (paragraphs P.480 and P.484) and to consider the following:

- a) A request from the South Downs National Park Authority that all parishes wholly within the National Park should to prepare a Parish Priority Statement (**SDNPA template attached**)
- b) A report from the Deputy Chair and another member of the Neighbourhood Plan Steering Group providing notes and thoughts on the Neighbourhood Planning Process in this parish (**Planning Committee Report 10, 21 March 2023 attached**); and
- c) To agree the scope of any presentation on Neighbourhood Plan matters to be given at the Annual Village Meeting

10. **Requests for Eco funding (Report Item 10)**

To note the report and to consider:

- a) Commissioning an ecological survey of specified verges in the parish at a cost of £425;
- b) Match funding a possible grant of £3,000 from the South Downs National Park Authority for a mapping exercise to underpin a nature recovery strategy in the parish (total cost £6,250 plus VAT)

11. **Sheppard's Village Stores and Sheppards Café (Report Item 11)**

- a) To note a Premises Licence Application for Sheppards Village Stores and to consider making any representations to the Licensing Authority [closing date 13 April 2023]
- b) To consider moving two parking bays in the council owned precinct nearer to the carriageway to make space for an outdoor dining area adjacent to the cafe

12. **Payments and Receipts (Report Item 12 to follow)**

To approve payments for April 2023 and note receipts for March 2023

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

14. **Reports:**

- a) Chair of the Council
- b) Planning Committee - to note the draft minutes of the committee meeting held on 21 March 2023
- c) Finance – to note the Budget Monitoring report for the period ended 31 March 2023 (Report Item 14c to follow)
- d) Neighbourhood Plan Steering Group
- e) Rights of Way and Highways
- f) Tree Warden
- g) Recreation Ground
- h) Environment
- i) Defibrillators
- j) Downlands Estate Management

15. **Correspondence (Report Item 15)**

To discuss a report by the clerk on correspondence received, and to consider further action

*Under Standing Order 3(d) the Chair will move that the public be excluded from the meeting for the following item of business, by reason of its confidential nature:*

16. **Deputy Clerk Contract (Report Item 16)**

To consider and approve the terms and conditions of employment of the Deputy Clerk with effect from 1 June 2023

17. **Date of next meeting: Annual Village Meeting, Friday 21 April 2023, doors open 5.30pm**

**Annual Parish Council Meeting and ordinary May council meeting, Thursday 18<sup>th</sup> May 2023, 6.30 pm**

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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.