



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 18 May 2023 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: 826 4573 5511
Passcode: 732553

One click link:

<https://us02web.zoom.us/j/82645735511?pwd=bStWaTBTU1Uvck1kb0FEcm4xZTE2dz09>

Katrina Larkin

Clerk to the Council

11 May 2023

AGENDA

Public Session

1. Acceptance of apologies for absence
2. Declarations of Interest*
3. Approval of the Minutes – to confirm and sign the minutes of the council meeting held on 6 April 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)**
 - a) To note a report by the Clerk on progress made since the April meeting
 - b) To request Vision ICT to enable the council website for Google Analytics at a cost of £40
 - c) Memorial bench request for Mr Neil Gamble
 - d) Arrangements for council stall at Village Fete
 - e) To note the draft Minutes of the Annual Village Meeting 2023 (**attached**)

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8. **Council Insurance (Report Item 8)**
To consider a renewal quotation from Ansvar (the current provider) and an alternative from Zurich (*Report Item 8 contains the Zurich quote in 4 parts; the Ansvar quote will be available before the meeting*)
9. **Parish Member Appointments to the South Downs National Park Authority 2023 (Report Item 9)**
To consider nominating a councillor
10. **Payments and Receipts (Report Item 10 to follow)**
To approve payments for May 2023 and note receipts for April 2023
11. Urgent Items not on the Agenda which the Chair is of the opinion should be considered as a matter of urgency but not decision.
12. Reports:
- a) Chair of the Council
 - b) Planning Committee - to note the draft minutes of the committee meeting held on 18 April 2023 (**attached**)
 - c) Finance – to note the Budget Monitoring Report for Month 1, 2023/24 (**Report 12c to follow**)
 - d) Neighbourhood Plan Steering Group – to affirm next steps following AVM feedback
 - e) Rights of Way and Highways
 - f) Recreation Ground
 - g) Tree Warden
 - h) Downlands Estate Management Group – to receive a report of a meeting held on 18 April 2023
 - i) Defibrillators
13. **Correspondence (Report Item 13)**
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:*
14. **Appointment of Parish Clerk/Responsible Financial Officer**
To approve the appointment of Mr Samuel Adeniji as Parish Clerk and Responsible Financial Officer with effect from 1 June 2023 (draft contract to be circulated to councillors)
15. **Date of next meeting: Thursday 1 June 2023** at 6.30 pm in the Village Hall.

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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.