



**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 2 November 2023 commencing at 7.30 pm**

Members of the public and press have a right, and are welcome, to attend meetings of the council, and to speak during the Public Session. Meetings may be recorded.

*Sam Adeniji*

Sam Adeniji  
Clerk to the Council  
26<sup>th</sup> October 2023

## **AGENDA**

### **Public Session**

### **Council Session**

1. Acceptance of apologies for absence
2. Declarations of Interest\*
3. To approve the minutes of the parish council meeting held on 5 October 2023
4. Report of the Member of Parliament
5. Report of the County Councillor
6. Report of the District Councillor
7. Update from the meeting of 5<sup>th</sup> October 2023

### **FOR DECISION:**

8. **Preliminary Consideration of the Budget and Precept for 2024/25 (Report Item 8, 8a)**
  - a) To note the Annual Budget Report for the first half of the financial year 2023/24, with projected out-turn (Report 8).
  - b) To consider the first draft of the Forward Budget 2024/25 (Report 8a).
9. **ESCC Grass Cutting Service 2024 (Report 9)**
  - a) To confirm to East Sussex County Council that the parish council intends to take on responsibility for self-delivery of all urban grass cutting in 2024.
  - b) To note the terms and conditions.
10. **Play Area Annual Inspection Report 2022 (Report Items 10,10a)**
  - a) To note the report prepared by the Wicksteed Safety Inspector (Report 10)
  - b) To note the summary of findings (Report 10a).

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11. **2024 – 2025 Municipal Year Meeting Timetable (Report Item 11)**  
a) To consider the report presenting the draft 2024 – 2025 meeting timetable for approval.  
b) To set a date for the Annual Village Meeting (between 1<sup>st</sup> March and 1<sup>st</sup> June).
12. **Approve The Draft Parish Priorities Statement**  
To approve the draft Parish Priorities Statement recommended by the Neighbourhood Plan Steering Group for submission to the South Downs National Park Authority.
13. **Payments and Receipts (Report Item 13)**  
To approve payments to be made in November 2023; and to note payments and receipts for October 2023.
14. **Business in Progress (Report Item 14)**  
a) To consider the offer of free trees from the Woodland Trust.  
b) To note the change in the timetable of Bus 41.  
c) To note receipt of CIL Payment of £767.21.  
d) To note arrangements for the first internal audit for 2023/24 with Mulberry & Co on 18 December.  
e) To note the Parish Council's new registered address.  
f) To note the invitation to Care for the Carers Annual Event  
g) To note a report by the Clerk on progress made since the October meeting.

**FOR NOTING:**

15. Urgent Items not on the Agenda which the Chair is of the opinion should be considered as a matter of urgency but not decision.
16. **Reports**  
a) Chair of the Council  
b) Planning Committee - to note the draft minutes of the committee meeting held on 17 October 2023  
c) Finance – to note the Budget Monitoring Report for Month 7, 2023/24 (Report Item 16c to follow)  
d) Neighbourhood Plan Steering Group  
e) Rights of Way and Highways  
f) Tree Warden  
g) Recreation Ground  
h) Defibrillators  
i) Downlands Estate Management Group
17. **Correspondence (Report Item 17)**  
To note a report by the clerk on correspondence received (if any)

*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:*

18. **Staff Appraisal**  
Consider confidential report by The Chair.

19 . **Date of next meeting: Thursday 7th December 2023 at 7.30 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.