



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 13 June 2024 commencing at 7.30pm.

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
06 June 2024

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 9 May 2024
4. Report of the Member of Parliament
5. Report of the County Councillor
6. Report of the District Councillor

FOR DECISION:

7. **Defibrillator Replacement (Report Item 7)**
To consider Report 7 on the status of the defibrillators and a replacement plan
8. **Councillor Co-option**
To co-opt a councillor to fill the vacant seat
9. **Annual Governance and Accountability Return 2024 (Report Item 9)**
 - a) To review and approve the draft Final Accounts 2023/24
 - b) To formally confirm the effectiveness of the council's Internal Audit regime for the year 2023-24
 - c) To consider and take note of the report of the Internal Auditor 2024
 - d) To consider and approve the Annual Governance Statement 2024
 - e) To consider and approve the Annual Accounting Statements 2024, with supporting end of year bank reconciliation and Explanation of Variances

- f) To approve the suggested period from Monday 17 June to Friday 26 July 2024 for the exercise of electors' rights in relation to the Unaudited Annual Return

10. **Payments and Receipts (Report Item 11 to follow)**

To approve payments for June 2024 and note receipts for May 2024

11. **Next Meeting Date**

In view of the General Election taking place on Thursday 4th July, to approve the change in the date of the next ordinary meeting as Thursday 11th July 2024

12. **Appointment of a Locum Clerk**

- a) To confirm the appointment of a Locum Parish Clerk
- b) To agree to proceed with the due process of advertising and appointing a Parish Clerk and Responsible Financial Officer in conjunction with ESALC

FOR NOTING:

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 -
- c) Finance – to note the Budget Monitoring Report for Month 2, 2024/25 (Report 14c)**
- d) Neighbourhood Plan Steering Group
- e) Rights of Way and Highways
- f) Recreation Ground
- g) Tree Warden
- h) Downlands Estate Management Group
- i) Defibrillators

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

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

16. **Date of next meeting: Thursday 11th July 2024** at 7.30pm 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.