



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 6th June 2019, commencing at 6.30 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.

Katrina Larkin

Clerk to the Council
30 May 2019

AGENDA (Final)

Public Session

1. Acceptance of apologies for absence
2. Declarations of Interest*
3. Approval of the Minutes - (a) To confirm and sign the minutes of the Annual Parish Council meeting held on 16 May 2019; (b) to confirm and sign the minutes of the ordinary council meeting held on 16 May 2019

FOR DECISION:

4. Co-option of a Councillor
5. Business in Progress (Report Item 5 to follow)
 - a) To note a report by the Clerk on progress made since the May meeting
 - b) To approve a payment of £3,074 to East Sussex Highways for the design work of the Friston Build-out
6. Annual Audit 2019 (Report item 6)
 - a) To review and approve the council's draft Final Accounts 2018/19
 - b) To confirm the effectiveness of the council's Internal Audit regime between 1 April 2018 and 31 March 2019
 - c) To consider and approve the Annual Governance Statements 2019
 - d) To consider and approve the Annual Accounting Statements 2019, with supporting end of year bank reconciliation and Explanation of Variances
 - e) To approve the suggested period from Monday 17 June to Friday 26 July 2019 for the exercise of electors' rights in relation to the Unaudited Annual Return
7. Administrative Assistant
 - a) To agree to re-advertise this appointment
 - b) To approve a job description for the temporary cover of administration for the Neighbourhood Plan Steering Group

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8. Rejuvenation of shopping area - East Dean in Bloom (Report Item 8)
To approve in principle the provision of planters in the shopping precinct
 9. Council Grant Scheme (Report Item 9)
 - a) To note the report
 - b) To approve a grant of £1,000 to the Parochial Church Council for churchyard maintenance
 - c) To approve requests for grants from other organisations and arrange payments
 10. Tree Warden Report (Report Item 10)
To note the report and approve the recommendations
 11. Payments and Receipts (Report Item 11 to follow)
To approve payments for June 2019 and note receipts for May 2019

FOR NOTING:

12. Urgent Items not on the Agenda which the Chair is of the opinion should be considered as a matter of urgency but not decision.
13. Reports:
 - a) County Councillor
 - b) District Councillor
 - c) Chair of the Council
 - d) Planning Committee - to note the draft minutes of the committee meeting held on 21 May 2019
 - e) Neighbourhood Planning – to note the minutes of the meetings held on 16 April 2019 and 21 May 2019 (both to follow)
 - f) Finance
 - g) Rights of Way and Highways
 - h) Recreation Ground – rec entrance; Cricket club update
 - i) Fund Raising
14. Correspondence (Report Item 14 to follow)
To note a report by the clerk on any correspondence received
15. **Date of next meeting: Thursday 4th July 2019** 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.