



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 February 2020, 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 January 2020

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 parish council meeting held on 7TH January 2020
4. Report of the County Councillor
5. Report of the District Councillor

FOR DECISION:

6. **Business in Progress (Report Item 6)**
To note a report by the Clerk on progress made since the January meeting
7. **Budget Monitoring 2019-20 Q.3 (Report Item 7)**
To note the report from the Lead Member
8. **Installation of Defibrillators (Report Item 8)**
 - (a) To approve the recommendations in principle
 - (b) To approve the purchase of the first three cabinets at £455 plus VAT each
 - (c) To invite the East Dean Responders to a hand-over ceremony
 - (d) To request a further report with proposals for the final three installations
9. **Cricket Club Hire Agreement 2020**
To confirm the renewal of the Hire Agreement on the same terms as in 2019
10. **Payments and Receipts (Report Item 10 to follow)**
To approve payments for February 2020 and note receipts for January 2020

FOR NOTING:

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 21 January 2020
 - c) Neighbourhood Planning
 - d) Finance
 - e) Rights of Way and Highways
 - f) Recreation Ground
 - g) Fund Raising
 - h) Village Events
13. **Correspondence (Report Item 13)**
To note a report by the clerk on correspondence received
14. **Staffing Matters**
 - a) To confirm the appointment of the Administrative Assistant following the completion of her probationary period
 - b) To amend the contract of the Parish Clerk/Responsible Financial Officer to reduce the number of hours worked from 20 per week to 15 per week with effect from 1st February 2020
15. **Date of next meeting: Thursday 5th March 2020** 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.