



Councillors are hereby summoned to attend a remote meeting of East Dean and Friston Parish Council to be held on Thursday 4th June 2020, commencing at 6.30 pm. Members of the public and press have a right, and are welcome, to obtain observer access to remote meetings of the Council and to submit items to be raised during the Public Session. Anyone who wishes to remotely attend the meeting should contact the clerk for information on how to do so (email clerk@edfparishcouncil.org.uk). **Anyone who wishes to make a submission to the public session (of no more than 350 words) should send it to the clerk no less than 24 hours before the meeting.** Meetings may be recorded.

Katrina Larkin
Clerk to the Council
28 May 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 remote parish council meeting held on 7th May 2020
4. Report of the County Councillor
5. Report of the District Councillor

FOR DECISION:

6. **Request for Election of Chair**
To request approval for the holding of an election to this appointment at the July 2020 council meeting
7. **Request for Election of Vice Chair**
To request approval for the holding of an election to this appointment at the July 2020 council meeting
8. **Committee Appointments**
 - a) To appoint a Chair of the Planning Committee
 - b) To appoint a Chair of the Neighbourhood Plan Working Group
9. **Business in Progress (Report Item 9)**
 - a) To note a report by the Clerk on progress made since the May meeting
 - b) To consider the purchase of one or more additional dog bins

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10. **Arboricultural Consultation (Reports 10a and 10b attached)**
To consider the report prepared by Arborsense, together with the summary report submitted by the Tree Warden, and to decide on any further action
11. **Annual Audit 2020 (Report Item 11)**
- a) To review and approve the council's draft Final Accounts 2019/20 [previously considered at the informal meeting held on 02 April 2020 but no resolution made]
 - b) To confirm the effectiveness of the council's Internal Audit regime between 1 April 2019 and 31 March 2020
 - c) To consider and approve the Annual Governance Statements 2020
 - d) To consider and approve the Annual Accounting Statements 2020, with supporting end of year bank reconciliation and Explanation of Variances
 - e) To consider and take note of the report of the Internal Auditor 2020
 - f) To approve the suggested period from Monday 15 June to Friday 24 July 2020 for the exercise of electors' rights in relation to the Unaudited Annual Return
12. **Neighbourhood Plan**
- a) To receive a report on the progress of the Neighbourhood Plan and to review the future timetable in the context of the Covid-19 crisis
 - b) To review the Aims and Objectives generally, particularly in the light of the presentation by the SDNPA representatives at the PC Planning Committee on 17 March 2020
13. **Recreation Ground and Pavilion (Report Item 13)**
- a) To consider reopening the tennis court to singles play
 - b) To consider the terms on which the parish council could request a licence from the Gilbert Estate to permit the extension of the scorer's hut
14. **Defibrillators (Report Item 14)**
To note the Report by the Lead Member on cash flow forecast for the next two years
15. **Payments and Receipts (Report Item 15 to follow)**
To approve payments for June 2020 and note receipts for May 2020

FOR NOTING:

16. **Urgent Items not on the Agenda** which the Chair is of the opinion should be considered as a matter of urgency but not decision.
17. **Reports:**
- a) Chair of the Council
 - b) Planning Committee - to note the draft minutes of the remote committee meeting held on 19 May 2020
 - c) Finance – to note the Budget Monitoring report for the period ended 31 May 2020
(Report Item 17c to follow)
 - d) Rights of Way and Highways
 - e) Recreation Ground
 - f) Fund Raising

g) Village Events, Charities and Grants

18. **Correspondence (Report Item 18)**

To note a report by the clerk on correspondence received

19. **Date of next meeting: Thursday 2nd July 2020** at 6.30 pm by remote means

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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.