

# SLAUGHAM PARISH COUNCIL

## Parish Council Meeting AGENDA

The Council Members are summoned to a Meeting to be held on

Thursday 28<sup>th</sup> March 2024 7.30pm – The Sports Pavilion, High Street, Handcross

Sally Mclean - Clerk to the Council Email [clerk@slaughampc.co.uk](mailto:clerk@slaughampc.co.uk) Website: <http://www.slaughampc.co.uk>

Press and Public are welcome to attend - The Parish Council is an open and transparent local authority and encourages public attendance at meetings. The Council is maintaining COVID precautions. You should consider staying at home if you have tested positive.



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### Present:

### Others Present:

1. **Apologies for Absence:** To receive and accept apologies for absence.
2. **Declaration of interest from members in respect of any items on the agenda:** To record any declarations of interest.
3. **Approval of the Minutes of the Previous Meeting/s held on 25<sup>th</sup> January 2024** -To receive and accept the Minutes.
4. **Adjournment for questions from the public:** Council to consider adjournment of the meeting in accordance with Council's Standing Orders, to receive questions from members of the public in attendance in respect of items on the agenda.
5. **Matters from District & County Councillors:** to receive verbal reports from representatives of other authorities.
  - 5.1. **Mid Sussex District Council (MSDC):** Press Release/s updates *cc'd in advance*.
  - 5.2. **West Sussex County Council County Local Committee (WSCC/CLC)** – Press Release/s updates *cc'd in advance*
6. **Committee Reports:** Council to consider the recommendations, receive and note committee and advisory group/updates: To approve meeting and or briefing notes received in advance of the meeting convened:
  - 6.1. **Finance & Policy Committee:** To update members on current activities: To approve meeting/note minutes from meetings held
  - 6.2. **Recreation:** To update members on current activities: To approve meeting/note minutes from meetings held
  - 6.3. **Neighbourhood Planning:** To approve meeting/note minutes from meetings held:
    - 6.3.1. **Land at St Martin Close** - To update members on current activities/status
  - 6.4. **Planning Committee:** Members to consider the following applications: To approve meeting minutes of meeting/notes *cc'd in advance*.
7. **Chairman's Report:** to receive verbal report for the Chair:
8. **Clerks Report** – to receive verbal or written report from the Clerk:
  - 8.1. Adoption of the new Council Communications Committee: The Parish Council, as the primary governing body, has the authority to delegate certain statutory functions to one or more committees or sub-committees. Additionally, for task-focused activities, Working Groups may be established. Parish Council meetings are chaired by the Council's Chair or committee Chair and are supported by a Clerk, responsible for ensuring that all proceedings adhere to legal requirements governing the operation of parish councils. The main distinction lies in the composition: Committees or sub-committees consist solely of council members, whereas Working Groups may include other individuals. While committees must hold regular open sessions allowing public participation, Working Groups do not have delegated responsibilities and are not required to be open to the public. However, their findings and recommendations are presented to the Parish Council for approval. The newly established Communications Group request that the Council approve them as a formal committee with delegated powers. This would enable them to continue to act with those powers on behalf of the Council in matters related to improving communications and further engagement with the local constituency.
  - 8.2. Communications Working Group: To consider and approve meeting minutes notes 12th March 2023 and 21<sup>st</sup> March 2023 *cc'd in advance*
  - 8.3. Members are asked to review and adopt the new terms of reference and delegated powers for the formal adoption of the Communications Working Group as a lawfully approved Committee of the Parish Council (Local Government Act 1972) *cc'd in advance*
9. **Finance Matters:**
  - 9.1. **Payments and receipts** The Committee is asked to RESOLVE to approve: Bank Reconciliation for month February 2024 Approval in line with scheme delegation (*Ref: Bank Payment November part cc'd in advance*) **RECOMMENDATION:** The Committee approves the schedule of payments for 28<sup>th</sup> February – 28<sup>th</sup> March 2024 previously distributed.
10. **Correspondence/Information Items/Publications/Consultations:** (*Correspondence cc'd in advance to members*)
11. **Highways/Footpaths:** to review highways projects/items: To update members of the following:
12. **Police / NHW Report / Resilience Group Reports**
  - 12.1. Crime Reports *cc'd* members – Updates issued to members in advance.
13. **Any other matters that the Chairman wishes to raise for future discussion:**
14. **Date of next meeting/s –**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_