

# SLAUGHAM PARISH COUNCIL



## Parish Council Annual Meeting Agenda

The Council Members are summoned to a Meeting to be held on  
Tuesday 4<sup>th</sup> May 2021 at 7.30pm - Virtual Meeting

Sally Mclean - Clerk to the Council

Email [clerk@slaughampc.co.uk](mailto:clerk@slaughampc.co.uk) Website: <http://www.slaughampc.co.uk>

### Present:

The current Chairman of Council will be Chairman of the Meeting until the conclusion of Item 1 **If there is no current Chair then the Clerk will take the meeting until Item 1**

- 1 **To elect the Chairman of the Parish Council and receive declarations of office:**
- 2 **Apologies for absence and declaration of interest from members in respect of any items on the agenda.**
- 3 **To elect the Vice Chairman of the Parish Council and receive declarations of office:**
- 4 **To receive Councillors register of interest and declarations of office:**
- 5 **Approval of the Minutes of the Previous Meeting.** Parish Council Meeting 25<sup>th</sup> March 2021 previously distributed
- 6 **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 – **COVID 19 – This meeting will be held virtually in accordance Coronavirus Act 2020 Section 78 (1d).** *Members of the public are invited to attend the virtual meeting using Microsoft Teams. If you wish to attend, please email the [clerk@slaughampc.co.uk](mailto:clerk@slaughampc.co.uk). GDPR Notice - Please note that the Council is making audio and or video recordings of this meeting. The Council's recordings are used for administrative purposes. By participating at the meeting, by requesting access you consent to this. If you do not agree please do not join the meeting*
- 7 **To appoint Standing Committees for the Year 2021/22** The Council is asked to confirm the membership of the standing Committees.
  - 8.1 **Planning** – considers planning applications deals with Street Lighting, Highways (incorporating traffic calming, pedestrian safety, traffic management and highway lighting) and Emergency Planning:  
**Current Members:** Eric Prescott (Chair), Bob St George, Lorette Holborn, Lesley Read co opted Member Ken Boyle
  - 8.2 **Finance** – deals with finance matters, proposals for budgets, projects, financial policy matters etc:  
**Current Members:** Michael Earle (Chair), Andrew McNaughton, Bob St George, Lorette Holborn and Eric Prescott
  - 8.3 **Recreation** – deals with all matters concerning the Recreation grounds, Playgrounds and Allotments:  
**Current Members:** Cllr's Lesley Read (Chair), Nick Dale, Julia Elliott and co-opted member Ken Boyle.
  - 8.4 **Neighbourhood Planning Committee** - To develop a Neighbourhood Plan, for a sustainable and vibrant thriving rural community, driven by the needs and aspirations of the people in Slaugham Parish:  
**Current Members,** Eric Prescott (Chair) Bob St George, Lorette Holborn, Lesley Read, Julia Elliott
- 8.6 **Appointment of representatives to other organisations for 2021/22** The Council is asked to confirm the appointment of its representatives on other organisations. Members each take a subject as their special interest and report to Council, currently we have the following:

➤ Disabled, Care in the Community:	Cllr Julia Elliott
➤ Children and Youth Matters:	Cllr Michael Earle
➤ Footpaths:	Cllr's Lesley Read
➤ Highways to Inc Bus Services:	VACANT
➤ Charities /Funding :	Cllr Michael Earle / The Clerk
➤ Community Centres:	Recreation Committee
➤ Allotments:	Cllr Lesley Read
➤ Trees:	Recreation Committee - Appointed Tree Warden
➤ Emergency Resilience Planning:	Cllr Lorette Holborn
➤ Crime Prevention:	Cllr Lorette Holborn

**Parish Council Representatives with Outside Bodies** Council representatives on outside bodies will receive notice of meetings by email and may take forward any relevant comments from the Parish to those meetings and report back to Council.

**SALC - Sussex Association of Local Councils** Protect and promote the interests, rights, functions and privileges of member councils. Assist Councils in the performance of their duties and to promote and develop the social, cultural and recreational life of towns, parishes and villages. Promote widespread and well-informed interest in Local Government. **The Clerk**

**Mid Sussex Association of Local Councils (MSALC)** - The MSALC is a group forum for all Local Authorities in Mid Sussex to enable the pooling of ideas, discussing items of mutual interest and where necessary, making representations to District and County Authorities). **The Clerk**

**Action in Rural Sussex (AiRS)** Provides help and advice to Local Authorities and Residents Associations on Local Action Plans, Village Appraisals and surveys. It highlights problems specific to rural areas and will try to create a climate in which rural businesses and communities can prosper). **Cllr's Bob St George**

**Council for the Protection of Rural England** – Protects and concerns itself with inappropriate, or any, development of sensitive areas of the rural countryside. Campaigns inside and outside Parliament in the cause of Rural Conservation. Local Branches seek to influence planning and development control policies of public authorities and private developers. **Cllr Colin Smith**

**Central Mid Sussex County Local Committee (CLC)** - County Local Committees are designed to make sure that local people can help shape the 80% of services provided by the County Council. That's everything from schools and libraries to roads and pavements, from Social Services to the Fire Rescue Service. They also have the local community fund, which enables us to make small grants to initiatives to help our local communities. **Cllr's Michael Earle**

- 9 **Matters from District and County Councillors:** to receive verbal reports from representatives of other authorities
- 9.1 Mid Sussex District Council (MSDC)
- 9.2 West Sussex County Council County Local Committee (WSCC/CLC)
- 10 **Committee Reports:** to receive and note committee and advisory group verbal updates
- 10.1 **Finance and Policy** – The Clerk to provide update on the preparation of the Annual Return 2020/21
- 10.2 **Recreation** –
- 10.2.1 Installation of Planters, High Street, Handcross – Cllr Read
- 10.2.2 St Dunstons Land acquisition – The Clerk
- 10.2.3 Installation of Benches, Recreation Ground – Cllr Read
- 10.2.4 Installation of Defibrillators at Finches Field and Handcross Pavilion – Cllr Holborn
- 10.2.5 Council to consider refurbishment of the Basket Ball pitch Handcross Recreation Ground
- 10.3 **Neighbourhood Planning** –
- 10.3.1 Land at St Martin Close - The Neighbourhood Plan indicates that the site is suitable for development between 2017 – 2022 – To update Council on the options and considerations for the site and next steps (*papers cc'd in advance*)
- 10.3.2 Land at St Martin Close West – Survey agreement
- 10.4 **Planning** –
- 11 **Chairman's Report:** to review Chairman's updates
- 11.1 Annual Parish Meeting to be held between 1st March to 1st June – *LGA 1972 sch 12 para 14(1) and (3)* Council to determine whether to hold the meeting and in what format –
- 12 **Clerks Report:** to review updates
- 12.1 Local Authority remote meetings call for evidence - The Government has faced demands from the local government sector to legislate to permit councils to meet virtually after that date – Current status
- 12.2 Audio Technical Equipemnt - Hybrid Meeting - Pease Pottage / Handcross
- 12.3 Freedom of Information Request
- 12.4 Parish Councillor Vacancy – The Clerk
- 13 **Correspondence/Information Items/Publications/Consultations:**
- 13.1 Notification and publication of HRH Duke of Edinburgh passing e-book of condolence which is available at [www.royal.uk](http://www.royal.uk)
- 13.2 Traveller Encampment – Request to investigate a way of recovering all the costs related to the 'Travellers' encamping on the Handcross playing field - Cllr Smith
- 13.3 On 25 March, the Government launched a [call for evidence](#) on the experiences of remote council meetings. This consultation is due to end in mid-June.
- 14 **Finance Matters:**  
The Committee is asked to RESOLVE to approve: Bank Reconciliation for month March 2021 Approval in line with scheme delegation resolved.  
(Ref: papers cc'd in advance) RECOMMENDATION: The Committee approves the schedule of payments for April 2021 –
- 15 **Highways/Footpaths - To review highways projects/items**  
Parish Traffic Calming Project – To report on SIDs/VAS completion of works inc B2110 High Beeches Lane and Pease Pottage gate ways
- 16 **Police / NHW Report / Resilience Group Reports**
- 16.1 Crime Reports cc'd members- Cllr Holborn
- 17 **Any other Matters that the Chairman wishes to raise for future discussion:**

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