

South Heighton Parish Council

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Chairman: Cllr Paul Julian • Clerk: Stephanie Mills, 10 Bromley Road, Seaford, East Sussex, BN25 3ES

Members of the Parish Council are hereby summoned to attend a meeting of **South Heighton Parish Council** to be held in the **South Heighton Village Hall, South Heighton** on **Tuesday 22nd October 2019** at **7.00pm**.

S Mills

Stephanie Mills, Clerk to the Council

17th October 2019

A G E N D A

1. Public Participation

Members of the public are welcome and encouraged to attend. The first fifteen minutes of the meeting will be available for the public to express a view or ask a question on relevant items on the agenda or raise any appropriate matters that affect the Parish. The public and press are also welcome to stay and observe the rest of the meeting.

2. Acceptance of apologies for absence

3. Declarations of Interest

Members are invited to make any declaration of personal or prejudicial interests that they may have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is to be considered.

4. Approval of minutes

To agree, and sign as a true record, the minutes of the Council Meeting held on 10th September 2019 and to note an update on any matters arising.

5. Chairman's Announcements

To note any announcements by the Chairman of the Council.

6. Parish/District/County Councillor Reports

To receive verbal or written reports.

7. Registering the Hampden Arms as a Community Asset

To consider a proposal by Cllr Turner to nominate the Hampden Arms Pub as an Asset of Community Value.

8. Use of Village Green for VE Day Celebrations 2020

To consider a request to use the Village Green to hold VE Day celebrations in May 2020.

9. Finger Signpost repair

To consider and approve quotes for the repair of the finger sign-post near the Hollow.

10. Rubbish Bins

To receive an update from the Chair regarding rubbish bins at the Village Green and Hollow.

11. The Hollow

11.1. Hollow Project update

To note an update from the Chairman and Clerk regarding outstanding items remaining from the Hollow Project.

11.2. Hollow Bookings

To note any small event bookings of the Hollow since the last meeting.

11.3. Monthly Play Inspection

To consider the content of the latest play inspection report and agree actions.

11.4. Tree work

To receive an update on the ongoing essential tree works at The Hollow.

11.5. Entrance sign

To receive an update from Cllr Turner regarding the Hollow entrance sign and agree next steps.

12. Village Green Project

12.1. To receive an update from Cllr Turner regarding the progress of the Project and agree next steps.

12.2. To consider dates and format for donation publicity with Paradise Park.

13. Unregistered Footpaths and Byways Project

To receive an update from Cllr Gravenor regarding the progress of the Project.

14. Newsletter

To consider articles, costs and timescales for publication of the Autumn/Winter Newsletter.

15. FOI Publication Scheme

To review and approve the Council's Freedom Of Information Publication Scheme.

16. Planning

To agree a response to the following planning application:

- **TW/19/0080/TCA** – South Heighton Farm – Fell 1 sycamore tree.

17. Finance

17.1. Q2 Bank and Account Reconciliation

To note an update on the Parish Council's Finances for Q2 (01/07/19-30/09/19) and to sign bank statements, bank reconciliation, working cashbook and account reconciliation for the period.

17.2. Update on External Audit

To note an update on the conclusion of the review by the external auditor PKF Littlejohn of the Council's Annual Governance and Accountability Return for the 2018/2019 financial year.

17.3. Payments and Receipts

To approve payments and receipts received since the last meeting.

17.4. Parish Council Bank Mandate

To consider a revision to the existing bank signatories to include new Councillors.

17.5. Budget

To review the Council's budget for the 2020/2021 financial year in preparation for agreeing the precept in November's meeting.

18. Consultations/Meetings

To receive an update on the following:

- Brett Aggregates Newhaven Liaison Group Meeting held on 17th September 2019 attended by Cllr Julian.
- SDNPA Workshop held on 15th October 2019 attended by Cllr Hitchcock.

To consider the following new consultations/meeting requests:

- SDNPA Affordable Housing Supplementary Planning Document Consultation.

19. To note the date of the next **Ordinary Meeting of the Council** is on **Tuesday 26th November 2019** at **7pm** in **South Heighton Village Hall**.