

South Heighton Parish Council

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Chairman: Cllr Paul Julian • Clerk: Steve Carter, 84 Barnett Road, Brighton BN1 7GH

Members of the Parish Council are hereby summoned to attend an **Ordinary Meeting** of; **South Heighton Parish Council** to be held at **South Heighton Village Hall, South Heighton**, on 18 October 2022 at 7pm, where the following business will be considered and transacted.

THE MEETING IS OPEN AND MEMBERS OF THE PUBLIC ARE WELCOME AND ENCOURAGED TO ATTEND

S Carter

Steve Carter, Clerk to the Council

10th October 2022

AGENDA

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 Ordinary Council Meeting held Wednesday 28th September 2022.

5. Chairman's Announcements

To note any announcements by the Chairman of the Council.

6. District/County Councillor Reports

To receive verbal or written updates.

7. Council Vacancies

7.1. To meet any new candidates and follow Co-option Policy

8. Parish Councillor Reports

8.1. Councillor Updates – for items not covered elsewhere on agenda

8.2. Update re Streetlighting Contract

9. Finance

9.1. Q2 Bank Reconciliation – to discuss/update/accept if available

9.2. October Budget Review – to review the budget in readiness for precept setting in November

9.3. Payments and Receipts

To approve payments, and note receipts

9.4. HMRC Direct Debit Facility – update to SHPC 22-162 – 8.3 – Move to HMRC Direct Debit facility.

10. Clerk Items

10.1. Outstanding Items Carried Forward from Previous Minutes –

Ref.	Action
SHPC 22-28	Hollow Pedestrian Gate
SHPC 22-163 – 9.2.1	11.1.2. : Legacy Documentation – The Clerk has yet to meet with Cllr Julian to review documentation storage at The Keep

10.2. **Clerk Report/Update**

10.2.1. **Councillor Training – to agree to send New Councillors as required**

10.2.2. **Remembrance Parade Attendance** – to confirm who will lay the wreath and represent the Council at the Parade/Service

10.2.3. **Other items for Councillor Awareness**– mail received etc

10.2.4. **Clerk Annual Leave** – see updated leave card

11. **Planning** - to review any planning items received during month

12. **HMS FORWARD**

12.1. To discuss any further update

13. **The Hollow Play Area**

13.1. Monthly play inspections report update

13.2. Repair to fence posts required for Bonfire Night Celebrations

13.3. Update on improvement actions:

13.3.1. **Repair of Log Bench** - update

13.3.2. **Roundabout** – update

13.3.3. **Gym Equipment**– update

13.3.4. **Children’s Mushroom Table** - update

14. **Denton and South Heighton Junior Football Club**

14.1. **Licence** – Update

15. **Bonfire Society**

To receive and review accompanying documentation following agreement in principle

16. **Avis Road Traffic Project** – Update and next steps from investigations re support for traffic calming

17. **ESCC Strengthening Local Relationships (SLR) meeting** - 16 January 2023 10:30-11:30

17.1. To structure agenda and agree actions for research etc prior to final review

18. **Newsletter** – review of draft newsletter and agreement to printing costs

19. **Christmas Arrangements** – to agree to procurement of tree, arrangements for Carols etc

20. **Surgeries before meetings** – to discuss and agree on the setting up of a pre-meeting surgery for residents to discuss things with key local organisations when meetings are at Denton Hall

21. **Matters arising in meeting for inclusion in next agenda**

22. Items discussed in meeting flagged for inclusion in Autumn/Winter Newsletter

23. To agree the date of the **Ordinary Meeting** of the Council – 8th November 2022 at 7pm - DENTON HOUSE HALL, FORWARD CLOSE, SOUTH HEIGHTON