

Upper Beeding Parish Council

You are hereby summoned to attend the Annual General Meeting of the PARISH COUNCIL that will take place at Beeding and Bramber Village Hall TUESDAY 21ST MAY 2024 commencing at 7.00pm.

Members of the public are welcome to attend this meeting and may speak during the public adjournment at the discretion of the Chairman.



Stephen Keogh CiLCA

Clerk to the Parish Council

14th May 2024

Upper Beeding Parish Council operates under General Power of Competence since adopted on 14th May 2019. Minute reference C: 0519:29

A G E N D A

- C: 0524:01** **Election of the Chairman** – to elect a chairman for the municipal year 2024/25
- C: 0524:02** **Chairman’s Declaration of Acceptance of Office**
- C: 0524:03** **Election of the Vice-Chairman** – to elect a Vice-Chairman for the municipal year 2024/25
- C: 0524 :04** **Apologies for absence** – to receive and approve apologies for absence.
- C: 0524:05** **Declaration of Councillors personal or prejudicial interest** – to receive any declarations of interest as defined under the Localism Act 2011
- C: 0524:06** **Minutes of the last meeting** - to receive the draft minutes for the meeting held on [30th April 2024](#)
- C: 0524:07** **Public Adjournment** – to receive questions and comments from members of the public
- C: 0524:08** **Update from County Councillor** – to receive a report from WSCC Councillor, Paul Linehan
- C: 0524:09** **Update from District Councillor** – to receive an update from HDC Councillors, Mike Croker and Roger Noel
- C: 0524:10** **Neighbourhood Warden report** – to receive the Neighbourhood Warden Report from [April 2024](#)
- C:0524:11** **Standing Orders** – Annual review of [Standing Orders](#)
- C: 0524:12** **Financial Regulations** – Adopt New [Financial Regulations](#)
- C: 0524:13** **Code of Conduct** - Annual review of the [Members Code of Conduct](#)

- C: 0524:14** **Committee Membership** – to appoint Councillors to the Community, Facilities, Planning, Finance and Staffing Committees for the municipal [year 2024/25](#)
- C: 0524:15** **Representatives to Outside Organisations** – to appoint representatives to Outside Organisations for the municipal [year 2024/25](#)
- C: 0524:16** **General Power of Competence** – To adopt the [General Power of Competence](#)
- C: 0524:17** **Consent for the Summons to Attend Meetings to be Transmitted in [Electronic Form](#)**
- C: 0524:18** **To Agree the Meeting Schedule for 2024/2025** – To confirm the [meetings schedule](#).
- C: 0524: 19** **Community Committee minutes for adoption by Full Council** – to adopt the Minutes of the Community Committee Held on [7th May 2024](#).
- C: 0524: 20** **Annual Parish Meeting** – Update on the Annual Parish Meeting.
- C: 0524: 21** **Saltings Field Lease** – To Consider the Options for the Saltings Field Lease
- C: 0524: 22** **Project Update** – To consider the latest updates regarding the major projects.
- i. Skatepark Upgrade – Update on the Skatepark Upgrade project.
 - ii. Saltings Loop Footpath Upgrade – Update of the Riverside Walk Project.
- C: 0524: 23** **Financial Update** - Income and expenditure Reports ([summary](#) and [detailed](#)) to date.
- C: 0523: 24** **Finance Matters** – To set in place the Financial Details for the Financial Year.
- i. To Agree the [Internal Auditor](#) for the Council Accounts
 - ii. To agree the list of Direct Debits and Signatories for the Parish Council
- C: 0524: 25** **Bank Reconciliation** – to receive and note the bank reconciliation for [April 2024](#)
- C: 0523: 26** **Payments List** – to receive and note payments made in [April 2024](#) totalling £11,745.84 in accordance with Financial Regulations
- C: 0523: 27** **Correspondence** – to note correspondence received
- C: 0523:28** **Chairman’s Announcements** – to receive any announcements and matters from the Chairman.
- C: 0523:29** **Matters raised by Councillors** - to receive matters for information or for discussion in future agendas.

Members of the public should be aware that being present at a meeting of the Council or one of its committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.