



# Fittleworth Parish Council

## ANNUAL PARISH COUNCIL MEETING

### Members of the Parish Council

All members of the Council are summoned to a meeting of **Fittleworth Parish Council** to be held on **Monday 20th May 2024 at 7.00pm** in the Pavilion Building.

### Members of the Public

Members of the public are very welcome to attend and will be given the opportunity to speak at item 5 on the agenda.

Rachel Gorvin, Clerk to the Parish Council  
14th May 2024

## AGENDA

Agenda item		
<b>1.</b>	To Elect the Chair of the Council and to receive the Chair's Declaration of Acceptance of Office	
<b>2.</b>	To Elect the Vice-chair of the Council and to receive the Chair's Declaration of Acceptance of Office	
<b>3.</b>	Apologies for absence	
<b>4.</b>	Minutes of the last meeting – approval of the minutes of the meeting held on 15th April 2024 and any matters arising.	
<b>5.</b>	Public questions.	
<b>6.</b>	County and District Councillor Reports	
<b>7.</b>	Declaration by Council Members of personal or prejudicial interest in any of the agenda items listed below.	
<b>8.</b>	Finance a) Year End Financial Report – to discuss 2023-24 Financial Performance and resolve to accept the Receipts and Payments accounts summary. b) to consider the results of the internal audit and resolve to approve Section 1 of the AGAR, The Annual Governance Statement c) to consider the results of the internal audit and resolve to approve Section 2 of the AGAR, The Annual Accounting Statement d) Payments – to receive details and agree payment of outstanding invoices.	
<b>9.</b>	Review of Meeting attendance 01/05/2023-31/04/2024	
<b>10.</b>	Review of Delegation arrangements to Committees, Sub Committees, Working Groups, Staff, other Local Authorities and bodies	
<b>11.</b>	Review of Terms of Reference for Committees	
<b>12.</b>	Appointment of members to existing Committees	
<b>13.</b>	Appointment of any new Committee	
<b>14.</b>	Review of arrangements, (including legal agreements), with other local authorities, not-for-profit bodies and businesses. CDC litter bin emptying arrangement. Pavilion Fire Alarm – KBO Grounds Maintenance – Grasstex IT System, Support and Licences - CloudyIT Finance System Licence and support - Rialtus Internal auditor – Mulberry & Co Playground inspections and repairs - SC landscaping Annual ROSPA playground inspection - Play Inspection Company	

<b>15.</b>	Review of representation on or work with external bodies and arrangements for reporting back CDALC CDC All Parish meetings CDC – Traveller First point of contact SDNPA Pathwatch SDNP South Downs Land Manager Group North Chichester County Local Committee SDNPA Workshops WSALC AGM Fittleworth Village Hall Committee Bowls Club Sports and Social Club Police Forum Group and Police All Parishes Meetings	
<b>16.</b>	Review of inventory of land and assets including buildings and office equipment. 1 x Centenary Bench removed. SID posts and Sockets, Village Gateways, Whirligig Plinth and new Centenary Bench added	
<b>17.</b>	Confirmation of arrangements for insurance cover in respect of all insured risks Current arrangement with Gallagher agreed until Oct 2024. To be reviewed summer 2024.	
<b>18.</b>	Review of the council's and/or staff subscriptions to other bodies. NALC, WSALC, SLCC, CAGNE	
<b>19.</b>	Note the Council's expenditure under s.137 of the Local Government Act 1972 or the general power of competence.	
<b>20.</b>	Determining the time and place of ordinary meetings of the full council up to and including the next annual meeting of Council	
<b>21.</b>	Clerks Report	
<b>22.</b>	Planning Committee - b a) Planning Committee Agenda – to receive the draft minutes of the planning committee meeting held on 2nd May 2024. b) Planning Committee Recommendations – to receive, discuss and agree any recommendations from the planning committee, including SDNP/24/00820/FUL and SDNP/24/00821/LIS amended plans.	
<b>23.</b>	Confidential Item – Renewal of leases	
<b>24.</b>	Community Hub Project – High Trees document for noting	
<b>25.</b>	Correspondence – to read, comment and where necessary take action on letters, emails and reports written or received by the Parish Council since the last meeting.	
<b>26.</b>	Items for inclusion on the June Agenda. (No decisions can be made on matters raised under this item – for notification only.)	
<b>27.</b>	Date of next meeting: Monday 17th June 2024 at 7.00pm in the Pavilion Building.	