



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: **Beccy Anderson**

Westhampnett Community Hall

Hadrian Drive

Westhampnett

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To Westhampnett Parish Councillors:

Cllr W Holden, Cllr D Plummer, Cllr S Burborough, Cllr T Ashcroft, Cllr S James, Cllr S Hanafin, Cllr O'Meara and Cllr C McLeish.

I hereby give notice that a **Full Council Meeting** of the Parish Council will be held at Westhampnett Community Hall, Hadrian Drive, Westhampnett, PO18 0FP on **Monday 9th September 2024 at 7pm** and you are hereby summoned to attend such meeting.

Beccy Anderson, Clerk to the Council

4th September 2024

AGENDA

1	<u>OPEN MEETING & TAKE APOLOGIES FOR ABSENCE</u>	<u>Chair</u>
2	<u>DISCLOSURE OF INTERESTS:</u> To receive from members declarations of Disclosable Pecuniary Interests or Non-Pecuniary Interests, in addition to those listed attached in relation to any items included on the agenda for this meeting, in accordance with Localism Act 2011 s. 29 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.	<u>ALL</u>
3	<u>PUBLIC QUESTION TIME</u> (5 minutes) - <i>prior notice of any question to the Parish Clerk please</i>	
4	<u>REPORTS FROM EXTERNAL BODIES:</u> including District Councillor (Henry Potter) and County Councillor (Jeremy Hunt) and local organisations; reports to be submitted by email to the Parish Clerk for circulation to Councillors prior to the meeting. Questions to be taken at the meeting.	
5	<u>CONFIRM MINUTES OF THE:-</u> (i) Full Parish Meeting 8 TH July 2024 (ii) Finance Committee Meeting 14 th August 2024	<u>ALL</u>
6	<u>CHAIR'S ANNOUNCEMENTS</u> – Councillors to note/discuss as appropriate (i) New Parish Council website	<u>Chair</u>
7	<u>ROLLS ROYCE NEW ENTRANCE WORKS ADJACENT TO MAUDLIN VILLAGE GATES/SIGNS</u> Councillors to discuss the ongoing works adjacent to the village signs	<u>ALL</u>
8	<u>INTERNAL AUDIT SERVICES 2024 to 2027</u> Councillors to note and approve the (i) The Mulberry LA Engagement Letter of 12/08/2024 for a three-year period - to council year of 2026/2027 (ii) Councillors to note the date of the Interim Audit is Wednesday 18 th September 2024 (The Clerk to meet with AB at the Community Hall)	<u>ALL</u>
9	<u>PAYMENT APPROVAL</u> Councillors to approve August & September 2024 Cheque payments.	<u>ALL</u>
10	<u>BANK RECONCILIATIONS</u> Councillors to approve (i) Barclays Bank Reconciliation for June 2024 (ii) Barclays Bank Reconciliation for July 2024	<u>ALL</u>

11	BARCLAYS BANK ACCOUNT (I) Councillors to approve Barclays Bank signatories signing up for online banking services (to be able to authorise online payments) (II) Councillors to approve the application for a Barclays Bank debit card for the Clerk to use (To make online purchases/payments for use as per Financial Regulations July 2024)	<u>ALL</u>
12	RISK ASSESSMENT Councillors to approve the updated Parish Council Risk Assessment .	<u>ALL</u>
13	INSURANCE RENEWAL Councillors to note and approve the Insurance Renewal Premium for £4,525.10 (01/09 2024 to 31/08/2025) provided by Gallagher Insurance Brokers	<u>ALL</u>
14	PLAYGROUND INSPECTIONS Councillors to (i) Discuss the Playground Inspection reports of 20/08/2024 and note any actions required. (ii) Nominate a Councillor(s) to be responsible for monthly visual/safety checks of Westerton and Westhampnett playgrounds.	<u>ALL</u>
15	COMMUNITY HALL (i) Cllr T Ashcroft to report from Community Hall Committee (ii) Councillors to be updated on Summer Event and discuss any further events. (iii) Councillors to agree cleaning schedule. (iv) Councillors to updated regarding Community Hall Development Plans (v) Councillors to discuss the proposal for a Community Café (vi) Councillors to discuss the request for a re-cycling facility on-site	<u>Cllrs</u> <u>TC/DP</u> <u>ALL</u>
16	TRO WESTERTON LANE Councillors to be updated regarding the application for speed reduction on Westerton Lane.	<u>Chair</u> <u>ALL</u>
17	MARCH SCHOOL IMPROVEMENT PROJECT Councillors to note and approve the email from Sam Pitwell (WSCC) asking for written confirmation of Parish Council support for the project (footway improvement)	<u>ALL</u>
18	PLANNING Councillors to be updated regarding any ongoing planning matters.	<u>Cllr SB</u> <u>ALL</u>
19	BLUE PLAQUE NOMINATION FOR JAMES LILLYWHITE (Resident of Westerton) Councillors to discuss and/or approve a nomination to be made to Historic England for a Blue Plaque to be placed at 'The Hollies' Westerton Lane.	<u>Chair</u> <u>ALL</u>
20	DATE OF NEXT MEETING: Monday 14 th October 2024, 7pm (Locum Clerk to attend meeting in the Clerk's absence)	<u>Chair</u>
21	CLOSE MEETING	<u>Chair</u>

END OF AGENDA

ITEM 4

Report from CDC Cllr Henry Potter September 2024

Since my last report, further, though not all, details of the new Government revised National Planning Policy Framework have been examined by our Planning Officers and I can assure you that it is not good reading. The housing allocation numbers for each Local Planning Authority are expected to rise dramatically

And one algorithm which may be introduced is the number of existing dwellings in a LPA be magnified by 0.8% to give a number of required new housing. This 0.8% is only a suggested starting and may well increase. Also included are suggestions to turn more poorer production agricultural land into "grey belt" land which, together with all the farmland which is being 'rewilded,' as part of Nitrate Production offset schemes, I see as a serious threat to our food sustainability. There are also suggestions that more Planning Inspectors are to be engaged to speed up the Appeals processes which are becoming more commonplace nowadays. Needless to say there is no reference to how infrastructure improvements will be brought forward to support all of this extra housing.

As it is, The Council agreed to release £420,000 from its' Reserves to cover the cost of specialist Professional Services in defending Planning Appeals. In addition, a further £74'000, again from Reserves, to fund expert legal advice during the remainder of the year '24/'25. The reason being the Council has received a number of

'Speculative' Planning Applications which have become the subject of Appeals. These actions are sometimes very costly and time consuming, hence the need for further funding.

£130,000 and £187.500 respectively, it is a number of years since this annual support was introduced.

Cllr. Henry Potter

ITEM 9 Aug & Sept 2024 Chq Payments

AUGUST & SEPTEMBER 2024 PAYMENTS					
Chq Date	Payee	Detail	Cheque No	Amount £	Sub-Total
23/08/24	Super Signs Ltd	Comm Hall sign	101977	1,434.00	
23/08/24	Westhampnett Parish Council	Transfer to NS&I Account	101978	50,000.00	
09/09/24	Chris Maher	August 24 Hours	101979	558.00	
09/09/24	Chris Maher	Re-imburement Water boiler filter cartridge	101979	59.00	617.00
09/09/24	Rebecca Anderson	Re-imburement Tabletop Name holders	101980	14.29	
09/09/24	David Plummer	Re-imburement Plants & Soil for planters	101981	198.95	
09/09/24	Savills	Westerton playground rent 01/09/24 - 31/08/25	101982	100.00	
09/09/24	Playsafety Ltd	Playground Inspections August 2024	101983	211.20	
09/09/24	National Allotment Soc	Subs Sep 24	101984	66.00	
09/09/24	JACS (UK) Ltd	Westhampnett , Westerton & Maudlin name signs	101985	672.00	
09/09/24	M Chainsaws	Battery, Fuel & Oil for volunteers	101986	85.06	
09/09/24	West Sussex County Council	Clerks' salary & oncosts August 2024	101987	3,336.83	
09/09/24	Christie Intruder Alarms Ltd	Annual Fire Extinguisher inspection 01/09/24 to 31/08/25	101988	46.80	
09/09/24	RM Huntingford	Grass cutting 08/08 & 22/08/24	101989	560.00	
		TOTAL		57,342.13	

ITEM 10 Bank Reconciliations

WPC Current Account Bank Reconciliation @ 30th June 2024

Bank Balance @ 1st June 2024 **113,835.01**

Add income

Less payments **5,499.70**

Less: Unpresented cheques

Net bank balance @ 30th June 2024 **108,335.31**

CASH BOOK

Opening balance @ 01/06/2024 **112,181.03**

Add receipts for June 2024

Less payments for June 2024 **3,845.72**

Balance carried forward **108,335.31**

WPC Current Account Bank Reconciliation @ 30th July 2024

Bank Balance @ 1st July 2024 **108,335.31**

Add income

Less payments **9,776.80**

Less: Unpresented cheques **277.56**

Net bank balance @ 30th July 2024 **98,280.95**

CASH BOOK

Opening balance @ 01/07/2024 **108,335.31**

Add receipts for July 2024

Less payments for July 2024 **10,054.36**

Balance carried forward **98,280.95**