

**WASHINGTON PARISH COUNCIL MEETING**

TO: All members of the Council: Cllr S Buddell, Cllr B Hanvey, Cllr P Heeley, Cllr T Keech, Cllr A Lisher, Cllr G Lockerbie, Cllr J Luckin, Cllr A Perkins and Cllr J Thomas.You are hereby summoned to attend a meeting of the Parish Council on:

**Monday 13th May 2024 at 7:30pm in the Washington Village Hall**

**( Doré Room) School Lane, Washington RH20 4AP**

**AGENDA**

1. **Apologies for Absence**

To receive and approve any apologies for absence from councillors

1. **Declaration of Members’ Interests.**

To receive any interests as defined under the Localism Act 2011 and the Council’s Code of Conduct and

consider requests for Dispensations.

1. **To Approve the Minutes of the Committee meetings held on 22nd April 2024**

* [Planning & Transport Committee](https://www.dropbox.com/scl/fi/2s4eyfrxwxj5jlqu524yw/Draft-PT-Minutes-April-2024-Confirmed-AL.docx?rlkey=j6lghurwwmb6dy0fx19m1h4bi&st=485cw6ie&dl=0)
* [Open Spaces, Recreation Ground and Allotment Committee](https://www.dropbox.com/scl/fi/5w9pbsqj2fl35rluuz1k3/OSRA-Draft-Minutes-April-2024-Confirmed-TK.docx?rlkey=sv7f4oaqedhjb6snyd64j6c1w&st=2qopsjhz&dl=0)

1. **Public Session**

Members of the public may speak for up to 2 minutes in accordance with Standing Orders e-g

1. **Reports from County and District Councillors**

Verbal reports at the meeting

1. **To Report on actions and matters arising from the last meeting**

Clerk to report

1. **Planning: To Consider making comments on significant applications affecting the parish; to report on decisions and appeals on significant applications; to report HDC updates on any compliance matters**

None received in time for this agenda.

1. **To Agree action on any urgent maintenance of council property**

None reported at the time of the agenda.

1. **Statement of Accounts 2023/24**

To Receive and note the RFO’s [2023/24 Statement of Accounts](https://www.dropbox.com/scl/fi/64rk6m14mmfk7plsnpap7/Statement-of-Accounts-2023.24-adjusted-WPC.pdf?rlkey=nyz5jory6iq11zjb8reebhuoq&st=8pjfysh1&dl=0)

1. **Internal Audit Report**

To Receive and Note the Internal Audit reports (Mulberry & Co) and [AGAR](https://www.dropbox.com/scl/fi/a68jafmwwvqli0n2t3e6d/Washington-Audit-pg.pdf?rlkey=b0oe3qv0hvm7r5iiozz7cwebu&st=15i1yo4q&dl=0) and Agree recommendation for consideration by the next Finance Committee meeting

1. **Annual Governance Statement**

To Review, Approve and Sign the [Annual Governance Statement 2023/24](https://www.dropbox.com/scl/fi/p0kak0onlqntg113yd5r8/AnnualReturnForm3PC_2023-24_Washington_Parish_Council.pdf?rlkey=0w73ewjejtyawhrhr4awk88mn&st=w991th2v&dl=0#) page 4 of section 1 AGAR

1. **Annual Accounting Statement**

To Review, Approve and Sign the [**Annual Accounting Statement 2023/24**](https://www.dropbox.com/scl/fi/p0kak0onlqntg113yd5r8/AnnualReturnForm3PC_2023-24_Washington_Parish_Council.pdf?rlkey=0w73ewjejtyawhrhr4awk88mn&st=w991th2v&dl=0)  page 5 of section 2 AGAR

1. **Notice of Public Rights and Explanation of Variances**

To Receive and Note the [Notice of Public Rights](https://www.dropbox.com/scl/fi/qx80b1z51fekjxfcyxo72/Notice-of-Public-Rights-Washington-PC.pdf?rlkey=z8hbq8v018hkmv1hm3778myxx&st=eu3qzxjp&dl=0) and [Explanation-of-Variances](https://www.dropbox.com/scl/fi/l12yi71ofj2xmq69cr6sw/Explanation-of-Variances-2023.24-Washington-Parish-Council.xlsx?rlkey=yaz8eruhvvr78xdzeo9yy45lo&st=mbevc117&dl=0)

1. **Asset Registers**

To Review and Approve the Asset Registers for the [Council](https://www.dropbox.com/scl/fi/di1jahyy1zkmbed3s6cx8/WPC-Asset-Register-2024.25-to-be-reviewed-APCM-13.5.2024.pdf?rlkey=vw0jclrnp633p4kds1m94n5fc&st=wt86nms2&dl=0)  and the [Washington Recreation Ground Charity](https://www.dropbox.com/scl/fi/71cz7m3jvfykis47ftzkd/WRGC-Asset-Register-2024.25-to-be-reviewed-APCM-13.5.2024.pdf?rlkey=pxfr2iekophcm02whlkkd1d2c&st=suhbex4v&dl=0)

1. **Council’s Insurance**

To Review the Council’s insurance policy renewal.

1. **Co-option Policy and Application form for casual vacancies**

To Review the Council’s Co-option Policy and application form for casual vacancies.

1. **Rampion 2: To Report updates and Consider any recommendations**

To note representations to be made by the Council’s Planning Consultant at the Open Floor Hearing on 13th May 2024.

1. **Village Day**

To Approve [hire request](https://www.dropbox.com/scl/fi/8uybofg2ldx9zsnrglzq0/VIllage-Day-22nd-June-2024-Hire-Request.pdf?rlkey=tme688zyp27laith056hlrr45&st=1bxggy4k&dl=0) to hold the Village Day on the Recreation Ground on Saturday 22nd June 2024.

1. **Finance**

* *To Approve Schedule of Payments and any plus any additional invoices presented at the meeting*
* *To Receive bank reconciliations for April 2024*
* *To Report current budget position.*
* *To Consider* [*quotations*](https://www.dropbox.com/scl/fi/4et4b1tf1trhspru3az6i/Item-19-Audit-quotes-2024.25.pdf?rlkey=c44wxzkvwxbsfbl2utga0mf5i&st=m2q0z9da&dl=0) *for audit services*
* *To Consider* [*quotations*](https://www.dropbox.com/scl/fi/ovwn6tp7bd6r1rw94nwom/Item-19-Payroll-Services-quotes-2024.25.pdf?rlkey=9cx6bjo5yxxcuufh3p4wfla8b&st=bqurtw2a&dl=0) *for payroll services*

1. **Correspondence**
2. **Clerk’s Report**

* *To Approve an online councillor induction* [*training course*](https://www.dropbox.com/scl/fi/as2qheiopd6opxldpkk7a/Item-21-Clerks-Report-Councillor-Training-opportunies.pdf?rlkey=b0n3bu05amtx2lc4lfd4t5rve&st=k6ksiwuc&dl=0) *and Consider other training opportunities for the Council*

1. **Other Reports**

To receive verbal reports from Cllr Luckin and Cllr Thomas on the Safer Sussex Roads Partnership meeting on 25th April 2024 and agree any recommendation for consideration by the Planning & Transport Committee.

1. **Speed Indicator Device in Rock Road**

To Consider the relocation of the Speed Indicator Device and amend the management schedule

1. **To Receive and Approve items for the next Agenda and Chairman’s Announcements**

To Receive at this meeting and Approve by resolution any items for consideration at the next meeting; and to Receive any Chairman’s brief announcements for business not on this agenda.

1. **Date and time of the next meeting**

Full Council Meeting**:** Monday 3rd June 2024, 7:30pm

1. **Exclusion of the Press and Public**

To Consider by resolution the exclusion of the Public and Press pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and the Council’s Standing Orders from the next confidential item

1. **Rampion 2: To Consider and Agree representation at the next Compulsory Acquisition Hearing**

To Consider attendance at one of the next Compulsory Acquisition Hearings for the Rampion 2 DCO examination either on Friday 17th May or Tuesday 21st May 2024; Agree representations to be made and for a working party to take this forward.



Z Savill

Clerk to Washington Parish Council

7th May 2024

*The Public are welcome to attend the part of this meeting which they are permitted access, subject to the hall’s safe seating capacity. Under the provisions of the Local Government Audit and Accountability Act 2014 (Openness of Local Government Bodies Regulations 2014), members of the public are permitted to film or record Council meetings to which they are permitted access, in a non-disruptive manner. By attending this meeting, it is deemed that you consent to this.*

Copies of supporting papers can also be provided on request by email [clerk@washingtonparish.org.uk](mailto:clerk@washingtonparish.org.uk)