



1st May 2024

To: The Councillors of Plumpton Parish Council

You are hereby summoned to attend the Parish Council Wednesday 14th May 2024 at 19.45 at the Village Hall for the purpose of transacting the following business.

Members of the Public

Signed *Anita Emery*

Anita Emery (Clerk to Plumpton Parish Council)

The AGENDA is as follows:

Annual Statutory Meeting

1.
 - a. Election of Chairman for the year 2024/2025
 - b. Election of Vice Chair for the year 2024/2025
 - c. Receive Chair Declaration of Acceptance of Office
 - d. To resolve that the Parish Council meets the relevant conditions (6 elected members out of 9 seats and a qualified clerk) to use the General Power of Competence until the next election in 2027.
 - e. To consider the Scheme of Members Allowances for 2024/2025.
2. Appointment of Committees
 - a. Finance (5 members)
 - b. Village Hall Committee (3 members)
 - c. Playing Field and Pavilion Committee (3 members)
 - d. Planning Committee (All members)
 - e. Transport, Environment and Policing (4 members)
 - f. Communications Working Group (2 members)
 - g. Personnel Committee (3 members)
3. Representatives to Outside bodies
 - a. ESALC (2 members)
 - b. LDALC (2 members)
4. To review and approve the following governing documents;
 - a. Standing Orders
 - b. Finance Regulations including any direct debits
 - c. Code of Conduct
 - d. Data Protection Policy
 - e. Retention Policy
 - f. Risk Management Policy
 - g. General Privacy Notice
 - h. Freedom of Information



PLUMPTON PARISH COUNCIL

- i. Equality and Diversity
- j. Recruitment Policy
- k. CCTV Policy
- l. Drone Policy
- m. Civility and Respect Pledge
- n. To note Anita Emery as Clerk as Proper Officer and Responsible Finance Officer

Main Meeting

5. To accept apologies for absence
6. Declarations of pecuniary and disclosable interests in respect of matters to be discussed.
7. To Approve Minutes from Parish Council meeting held on 16th April 2024
8. Clerk's Report and discuss any Matters Arising from previous meeting.
9. Brief Report from the County and District Councillor on matters affecting this Parish.
10. Questions from Members of the Public – limited to a maximum of 15 minutes in total

11. Planning applications and consider further applications submitted after agenda publication:

SDNP/24/01369/FUL

Plumpton College, Ditchling Road, Plumpton BN7 3AE

Installation of portacabin double classroom building to be used for 12 months

LW/24/0243

Land at North Barnes Lane, North Barnes Lane, Plumpton Green BN7 3DX

Demolition of existing structures and erection of 4 bedroom detached two storey dwelling.

LW/24/0240

Plumpton Racecourse, Ashurst Lane, Plumpton BN7 3AL

Outline application with all matters reserved except access for the erection of 9 dwelling houses

12. Correspondence
13. Finance Committee
 - a. To adopt expenditure as itemised on the schedules.
 - b. To adopt year to date accounts.
 - c. To adopt bank reconciliations and corresponding bank statements
 - d. To approve the Annual Governance Statement for 2023-2024
 - e. To approve the Annual Accounting Statement for 2023-2024
 - f. To note the internal audit report for year ending 2024
 - g. To confirm Mulberry & Co as internal auditors for 2024-2025
 - h. To approve Clear Councils Insurance (formally BHIB Insurance) for 2024-2025 of £3669.00 for PPC, VH & PF (£2164.71 VH, £1247.46 PF and £256.83 PPC). (2023-2024 £3384.00).
 - i. To approve the fixed asset register for 2024-2025

14. . Neighbourhood Plan Update
 - (i) Planning Liaison Working Group update



PLUMPTON PARISH COUNCIL

(ii) Orchard Planning at the Hub

15. To note and action if necessary monthly RA reports.
16. To adopt the Community Emergency Plan

17. Committee/Working Group Reports
 - i. Transport and Environment/Footpaths/Policing
 - ii. Allotments update and note repair costs of £185 to perimeter fencing

 - j. Village Hall
 - i. Update on path reinstatement from UKPN

 - k. Playing Field/Pavilion
 - i. To note playpark inspection and action where necessary.
 - ii. Pavilion working group update
 - iii. To adopt the Playing Field Committee minutes of 11th March 2024
 - iv. To consider Primary School and Honeybees proposal re care of the planters

18. Interaction with Plumpton Primary School

19. Communications/Website
 - (i) To discuss/consider costings of website revamp

20. Items to be reported by Parish Councillors and/or to be included in future meetings

Dates of next meetings:

- 21st May Annual Parish Meeting – 19:30
4th June 2024 VH Committee – 19:00
11th June 2024 Finance Committee – 19:00 followed by Full Council at 19:45
27th June 2024 – Playing Field Committee – 19:30 at the Village Hall

Anita Emery | Parish Clerk 01/05/2024