



WEST DEAN PARISH COUNCIL

Dave Kent
Clerk to the Council

Clive Hooper (Locum)
Deputy Clerk

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COUNCIL AGENDA

21st May 2021

I summon all members to attend the Annual Meeting of West Dean Parish Council to be held on Wednesday 26th May 2021 at the West Dean Centre, Bream.

Because of Covid restrictions, a maximum of 10 members of the public only may attend the meeting. This will be strictly enforced. The meeting may be streamed to residents seeking remote access to the meeting. Residents with remote access may view and hear the meeting but not otherwise participate. To attend the meeting or to gain remote access residents may contact the Parish Office before noon on Wednesday 26th May 2021.

Questions for the Council from members of the public should be submitted to the Council in advance or at the Public Forum by members on the public attending the meeting.

Please note that interventions during the formal business of the meeting will not be permitted.

PLEASE NOTE THAT THIS MEETING MAY BE AUDIO OR VIDEO RECORDED

Yours sincerely

Dave Kent
Clerk

PUBLIC FORUM

1. Council formal business

1.1 Election of Chair

1.2 Election of Deputy Chair

1.3 Apologies

1.4 Declarations of Interest

1.5 To assert right to exercise General Power of Competence

Attachment 3.4 Clerk's Report

1.6 Minutes of the Previous Meeting – Council to confirm and authorise for signature the minutes of the meeting held on 28th April 2021

Attachment 1.6 Minutes 28th April 2021

2. Items for discussion and decision

2.1 Coronavirus Emergency

To consider any matter requiring Council decisions in respect of the Covid 19 emergency

2.2 Finance and Staffing

i) To authorise May 2021 electronic payments

Attachment 2.2 i) Electronic payments May 2021 for approval

ii) To appoint 2 electronic signatories for May electronic payments.

iii) To note the on-line Financial Inspection carried out by SC and AB on 21st May 2021.

Attachment 2.2 iii) Financial Inspection report

iv) To nominate Councillors to conduct the June inspection.

v) To note the Internal Auditors Report, and to note recommendations.

Attachment 3.3 Internal Auditors Report

vi) To allocate £5,000 for essential maintenance for the Bream Cenotaph, to match the £4,800 offered by the National War Memorials fund.

vii) To note the necessary refund of the unspent funds from the Groundworks Grant to the Council.

viii) To agree to return the sum of £3,770 to Groundworks in respect of the unused funds from the £7,000 grant awarded to the Neighbourhood Development Plan.

2.3 Dean Forest Greenway

To note the receipt of £25,000 as the first instalment of a grant of £25,000 from the District Council for works to prepare and submit the planning application for the project. The remaining £30,000 will be available after planning permission has been secured.

To note the consideration of other funding sources in the light on the rejection of Council's bid for funding from the national 'Levelling Up' fund.

2.4 Climate Emergency/Village Veg Report

Council to consider the terms & reference of the recently approved Council Climate Emergency Committee.

2.5 Highways and Road Traffic Issues

i) agree the terms of reference of the newly reinstated Highways and Footpaths Committee, to absorb the existing Speed Reduction group, and to agree to a date for the first meeting.

ii) To receive a verbal report on speed reduction measures around the parish council area.

iii) To consider a request from Yorkley Primary to print copies of the winning designs in the School road safety picture competition for display on road furniture around the school.

iv) To consider conducting a similar competition for other schools in the parish, with an allocated budget.

2.6 Yorkley Court Farm

To note issue and to consider any matters in respect of planning, planning enforcement, footpaths, or other matters.

2.7 Legal Issues

i) To consider the Crossing Cottage Pillowell footpath issue

Council to consider any action to pursue this issue in the light of the lack of response from Forestry England in responding to Council's queries. As Forestry England have indicated that this matter will be dealt with in due course. Council to resolve whether to await Forestry England's response, to seek legal advice to a cost limit to be determined by Council, or any other possible action.

ii) To consider the action by the residents of Parkend Road, Bream, in respect of their action in respect of charges imposed by Two Rivers Housing in respect of responsibility for footpath maintenance financial responsibilities. A grant of £500 was allocated by Council to this project when the matter was originally drawn to its attention, but was not required at the time. Council to approve the reallocation of these funds for this purpose.

2.8 Governance

To consider any issue relating to Council's committees or policies

2.9 Planning

To note the resumption of physical meetings from 2nd June 2021

2.10 Web site/Face Book Page

To consider issues relating to the format and timely updating of Council web and social media presence.

2.11 Five Acres Project Board

To approve the draft letter of support for the District Council in its bid for funding for the Five Acres Project 'Destination Five Acres'

Attachment 2.11 Draft Letter of Support FAPB

2.12 Chairman's Items

If required

3. Items for information - Councillors to Receive and Note

3.1 Forest Edge South (formerly Pillowell) Neighbourhood Development Plan

To receive a report.

Attachment 3.1 NDP Report

3.2 Grant Awards

To note the advertising of Council Summer Grants, to be adjudicated on the recommendation of the Finance & Staffing Committee at the next Council meeting.

3.3 Youth Services

To consider local initiatives in respect of a Bream hub and other opportunities with FVAF.

3.4 Clerk's Report

To note

Attachment 3.4 Clerk's Report

3.5 Deputy Clerk

To note

Attachment 3.5 Deputy Clerk's Report

4. FORTHCOMING DATES AND MEETINGS

To be decided – Finance & Staffing Committee

To be decided - Governance Committee

Wednesday 2nd June 2021 5.30 pm 2021 – Planning Committee – a physical meeting at the West Dean Centre under current Covid restrictions

Wednesday 30th June 2021 – Parish Council Meeting – a physical meeting at the West Dean Centre under current Covid restrictions

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