

You are hereby summoned to attend a meeting of the
Parish Council
to be held on **Wednesday 5th June 2024 at 6:30pm**
in The Church Room at St Mary's Church, Funtington, PO18 9LH

Cllr D Ash, Cllr V Cathie, Cllr N Laurence,
Cllr R Littler, Cllr J Mottershead (Chair)
Cllr B Mousley, Cllr E Paris

Rachel Foister
30th May 2024

Members of the press and public are welcome to attend the meeting and make representations during the Open Forum (see item 4) or at any other time during the meeting.
Please do not attend if you feel unwell

In accordance with best practice, copies of this agenda have been sent to:

- Chichester District Cllr Joseph Brookes-Harmer (Lavant Ward)
- West Sussex County Cllr Julian Joy (Chichester West Division)

AGENDA

- 1) Election of Chairman 2024-25 – Chairman to sign [Declaration of Acceptance of Office](#)
- 2) To note any Cllr Apologies for Absence
- 3) To receive any **Declarations of Interest** (*Members and Officers are invited to make any declarations of Disclosable Pecuniary and/or Ordinary Interests that they may have in relation to items on this agenda and are reminded that they should re-declare their Interest before consideration of the item or as soon as the Interest becomes apparent and if not previously included on their Register of Interests to notify the Monitoring Officer within 28 days*)
- 4) **To Receive and Confirm the Accuracy of the Draft Minutes** of the Funtington Parish Council Meeting held on [3rd April 2024](#) and [1st May 2024](#)
- 5) **Appointment of Members to serve on Committees and Working Groups** for 2024-25
 - Finance working group
 - Planning working group
 - website task and finish group
- 6) To receive a report from representatives from Southern Water, and Highways regarding issues in Funtington and Watery Lane
- 7) Open Forum to allow members of the public to raise any matters for the Council's attention.
(*limited to 15 minutes in total, and a maximum of 3 minutes for any one speaker*)

- 8) **General Matters for Decision** – To consider and agree action on the following:
- a) To approve the [Parish Council Risk register](#) and [Standing Orders of the Parish Council](#)
 - b) To adopt the updated [Parish Council Transparency Statement](#)
 - c) To consider a review of all other [current Parish Council policies](#) – to note and agree any changes and updates and to accept the 2024-25 policy documents list.
 - d) To agree the updated [Parish Council Asset List](#)
 - e) To agree [supplier for a new noticeboard for West Ashling](#)
 - f) To agree an update to the Parish Council website to provide WCAG 2.2 compliancy.
- 9) **Planning and Licensing Applications** - To Consider and Agree Action if appropriate on the following:
- a) To receive a report on a recent meeting of the planning working group
 - b) Latest planning applications and the parish council's responses
 - c) Enforcement and appeals
- 10) To Receive Reports from County and District Cllrs and Other Delegates if appropriate
- 11) **Financial Matters for Decision** – To Consider and Agree Action on the following:
- a) To receive the [May](#) and June Schedules of Payments and May and June bank reconciliations for authorization
 - b) To accept the [2023/24 bank reconciliation](#)
 - c) To approve the internal auditor for 2024/25
 - d) To receive the [Annual Internal Audit Report, to approve the Annual Governance Statement and Accounting Statements](#) and to set the [commencement date for the exercise of public rights](#).
 - e) To adopt the new [2024 NALC model Financial Regulations](#)
 - f) To agree the rental fee for West Ashling Parish Meadow 2024/25
 - g) To agree the Parish Council contribution for the Parish D-day event
 - h) To accept a quote from [Longmeadows for regular maintenance across the parish](#)
 - i) To agree the Parish Council contribution towards the repair of the West Stoke Fingerpost
- 12) **Matters for Discussion**
- a) To receive an update on speed reduction projects and initiatives
 - b) To receive an update on Funtington Neighbourhood Plan
 - c) Crime and policing in the parish
- 13) **Matters for Information**
- a) Summary of Parish Correspondence
 - b) Repairs and maintenance across the parish
 - c) Progress report for Funtington Community website
 - d) to note [dates and times for forthcoming Parish Council meetings and the Annual Meeting 2025](#)
 - e) To note the re-establishment of the Funtington Parish neighbourhood watch scheme
- 14) **AOB**
- 15) **Date of Next Meeting – Annual Meeting of the Parish Council**
Wednesday 3rd July 2024 in The Church Room, St Mary's Church, Funtington