



**Chailey Parish Council**  
**www.chaileyparishcouncil.gov.uk**

**To All Councillors**

**A Meeting of Chailey Parish Council, which you are summoned to attend, will be held on Tuesday 16<sup>th</sup> July 7.30pm in The Reading Room, Chailey Green.**

**Members of the public have a right to and are welcome to attend, and an opportunity will be made available to them to speak at the meeting, after which they may remain but must not speak unless invited to do so.**

**Signed: *Bettina Newell* Clerk**

**Date: 10<sup>th</sup> July 2024**

**AGENDA**

1. Apologies for absence.
2. **Declarations of Interest: in accordance with section 31 of the Localism Act 2011 members are to declare any Disclosable Pecuniary Interests in items on this agenda and the Clerk must report any written requests for dispensation in respect of items on this Agenda.**
3. **Questions/comments from members of the public. Under the Council's Standing Orders this agenda item will be limited to 15 minutes and no member of the public may speak for more than 3 minutes.**
4. **To consider items not on the agenda which the Chair is of the opinion should be considered as a matter of urgency.**
5. **To agree the Minutes of the Full Council Meeting held on Tuesday 18<sup>th</sup> June 2024.**
6. **Matters arising from June Full Council Meeting**
  - 7.1 **Item 24/119 – Council purchase of a Beacon for the Bonfire Society: The Clerk has spoken with Mr Sclater, landowner who has given permission for a Beacon to go on the Green. Cllr Olbrich to work further with Bonfire Society on written costings / storage / insurance etc and report back at September FC meeting.**
7. **Mr Adrian Podmore, Treasurer of the Commons Society to update the Council on the proposed Orchard plantation west of the football pitches on the sports grounds.**
8. **To receive and if thought fit approve financial reports.**
9. **To consider appointing Mr Steve Brentnall, Internal Auditor for 2024/25 AGAR.**
10. **Council to adopt revised Financial Regulations Document.**
11. **To consider and if thought fit approve applications received for 2024 Small Grants.**
12. **Council to consider and approve grounds maintenance specification document in anticipation for tendering.**
13. **Council to review Asset Register and to take note of their areas of responsibility, and to report back to Clerk on condition of said assets.**
14. **Council to consider the outstanding CIL monies held by CPC for possible future projects.**

Please turn over....

15. **Personnel Advisory Committee team to recommend the appointment of Mrs Emma Reece as the Council's official Responsible Financial Officer (RFO).**
16. **Cllr Evans to raise parking issue on land owned by CPC situated south of Kings Head development.**
17. **Cllr Millam to report back on condition of lay-by in North Chailey, north of A272.**
18. **To receive verbal reports from Councillors on their area(s) of responsibility and/or on their involvement with village organisations.**
19. **Risk Implications: to note and consider any implications arising from the Council's duty under section 17(1) of the Crime and Disorder Act 1998.**
20. **Confidential matters: to consider a resolution to exclude the press and public from the meeting in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 in order to discuss items of a confidential or commercially sensitive nature: Chair to advise on matters arising at local residential complex.**
21. **To note the date of the next meeting: Tuesday 17<sup>th</sup> September at 7.30pm in The Reading Room, Chailey Green.**