Pyecombe Parish Council

Email: parishcouncil@pyecombe.org.uk **Website:** www.pyecombevillage.co.uk

NOTICE IS HEREBY GIVEN of the ANNUAL MEETING OF THE PARISH COUNCIL

This will follow the Annual Parish Meeting on Thursday 9th May 2024

at Wayfield Park Farm Shop commencing at 7:15 pm

ALL COUNCILLORS ARE HEREBY SUMMONED TO ATTEND

Members of the public and press are invited and are welcome to address the council on Agenda items during the Public Open Forum item for a maximum of 3 minutes per person. Members of the public who wish to speak on a specific Agenda item should advise the Chairman or Clerk at the start of the meeting.

Agenda

1. **To elect the Chairman and Vice Chairman of the Parish Council and receive declarations of office from all Councillors.**
2. **Apologies for Absence.**
3. **Declaration of interest by Councillors on any item on the agenda.**
4. **Chairman will suspend the meeting to allow for Public Participation *(maximum of 3 minutes per person, with an overall limit of 15 minutes).***
5. **To approve the Minutes of the Parish Council Meeting held on 5th March 2024.**
6. **To receive a report from West Sussex County Councillor J. Dennis.**
7. **To receive a report from Mid Sussex District Councillor G. Zeidler.**
8. **To confirm the submission of a Community Highways Scheme request for the SDNP crossing.**
9. **To receive an update on Parish Works.**
10. **To nominate the Councils representatives to Mid Sussex Association of Local Councils.**
11. **Financial Matters**
    11.1 To carry out a review of the system of internal control and prepare the Annual Governance Statement.
    11.2 To decide and approve the appointment of the Internal Auditor 2024/2025.
    11.3 To accept all internal control documents previously circulated.
    11.4 To consider change of domain name.

11.5 Payments raised since last meeting:

£35,261.52 Lee Sullivan Contract Flooring Invoice 18570 Community Project Works
£ 1,920.00 J Cragg Building & Maintenance Invoice 5019 Community Project Works
£ 531.95 WSCC Invoice 8001751166 Salary & Pension
£ 53.42 WSCC Invoice 8001751484 Payroll Provision
£ 94.22 WSALC Limited Invoice 1725 Annual Subscription
£ 552.00 J Cragg Building & Maintenance Invoice 5021 Community Project Works
£ 616.29 AJGIBL GBP Client Invoice 531832006 Annual Insurance Renewal
£ 690.97 EDF Energy Invoice 18680519 Street Light Power Supply
£ 63.31 D. Langston Domain Registration Cost
£ 108.00 Vision ICT invoice 17966 Email Hosting
£ 321.19 D. Langston Administration Expenses
£ 531.95 WSCC Invoice 8001746180 Salary & Pension
£ 73.99 Kitman Ltd Invoice 13921 PC Repairs
£ 90.00 K. Grocott H&S Equipment
£ 593.94 K. Grocott Parish Tidy up Equipment
£ 673.06 D. Langston Administration Expenses to include MSDC Invoice 4102058982
£ 140.00 Perfect Print Invoice 00011467 Newsletter Printing

11.6 To receive and approve the Accounting Statements for the year ended 31st March 2024.

12. Date of next meeting.

13. Any other business (*Please note that no decisions may lawfully be made under this item but matters may be discussed which involve no more than an exchange of information)*

30th April 2024

Dawn Langston

Clerk to Pyecombe Parish Council