

# WEST DEAN PARISH COUNCIL

HL O'Callaghan, Clerk to the Council  
C/o Wykikamookow, School Lane, Fittleworth,  
West Sussex, RH20 1JB

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Members of West Dean Parish Council are hereby summoned to the Full Council Meeting of West Dean Parish Council at 7.30pm on Wednesday 13<sup>th</sup> March 2019 in the Music Room at West Dean College.

The order of business to be transacted is:

**1. Apologies for Absence**

Apologies received in advance from Cllr Slade and Cllr Corbett

**2. Code of Conduct**

- (i) Declarations of Interests on items included on the agenda.
- (ii) Dispensations - to consider any requests for Dispensations.

**3. Minutes** – to agree and sign the minutes of the meeting held on 9<sup>th</sup> January 2019

**4. Update on matters carried forward from previous meeting:**

- a) James Family burial plot
- b) Risk Assessment update
- c) Elections Update

**5. Brief Report from County Councillor on matters affecting this Parish**

**6. Brief Report from District Councillor on matters affecting this Parish**

**7. Traffic Action Committee, including Community Speedwatch and SID**

**8. Highways and Flooding**

- a) Replacement of road signs
- b) Sewage Out-Pumping

**9. Winter Management**

**10. Planning Committee** - to receive a verbal report from the Chairman, including consideration of any applications received since the last meeting

**11. Finance**

- a) To appoint an internal auditor
- b) Santander account update
- c) To note receipts and approve payments – **attached**
- d) To approve the regular Bank Reconciliation – **attached**

**12. Correspondence and Consultations** – to note any items of interest

- a) Consultation: Soft Sand Review – Joint Minerals Consultation (email sent 21/1/19)
- b) Chichester Local Plan Review: Preferred Approach (email sent 28/1/19) Consultation closed 7/2/19
- c) CDC Adoption of Site Development Plan (email sent 31/1/19) Consultation runs until 28/3/19
- d) CDC Parking Management Plan (email sent 7/2/19) Consultation runs until 31/3/19

- e) CDALC Meeting 29/1/19 – details circulated
- f) All Parishes Meeting 15<sup>th</sup> July – details circulated
- g) PROW Parish letter – sent 22/2/19
- h) CAGNE meeting on 27<sup>th</sup> February – details circulated on 24/2/19
- i) Email regarding litter on A286 between old college entrance and cemetery lane

**13. Any other matters not on agenda**

- a) GDPR – councillors email addresses

**14. Any other business** for information only

**15. Date of Next Meeting – 15<sup>th</sup> May 2019**

Signed:

Clerk to the Council

27 February 2019

<b>WEST DEAN PARISH COUNCIL</b>				
<b>FINANCIAL REPORT 7 MARCH 2019</b>				
<b>RECEIPTS: 9 January - 13 March 2019</b>				
<b>DATE</b>	<b>REF</b>	<b>PAYER</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
				<b>0</b>
<b>PAYMENTS: - 9 January - 13 March 2019</b>				
<b>DATE</b>	<b>CHEQUE</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
13/03/2019		HL O'Callaghan	Clerk Salary - January	388.72
13/03/2019		Chi Payroll	Payroll - January	10
13/03/2019		HL O'Callaghan	Clerk Salary - February	388.72
13/03/2019		Chi Payroll	Payroll - February	10
13/03/2019		HL O'Callaghan	Transparency Compliance	47.08
13/03/2019		HL O'Callaghan	Clerk working from home	36
13/03/2019		HL O'Callaghan	Mileage	30.6
13/03/2019		HL O'Callaghan	Stationery	4.24
13/03/2019		West Dean College	Installation of 6x road sig	890.69
13/03/2019		Castle Water	Water to Cemetery Invoic	39.25
13/03/2019		SSALC	Elections Training for Cle	24
				<b>1869.3</b>

<b>WEST DEAN PARISH COUNCIL</b>		
<b>BANK RECONCILIATION</b>		
<b>AS AT 6 MARCH 2019</b>		
<b>RECEIPTS &amp; PAYMENTS</b>		
Balance brought forward as at 31/03/2018		£25,803.55
Add Total Receipts		12,967.53
Less Total Payments		(7,972.07)
<b>TOTAL</b>		<b>£30,799.01</b>
<b>BANK</b>		
Barclays as @ 6/3/19		24,798.12
Santander		6,000.89
<b>Less unpresented cheques</b>		
		0.00
<b>Plus Uncleared Deposits</b>		0
<b>TOTAL</b>		<b>£30,799.01</b>