

# 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 on Wednesday 8<sup>th</sup> March 2017 in the Music Room at West Dean College.**

**The order of business to be transacted is:**

- 1. Apologies for Absence** and approval of reasons given.
- 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 4 January 2017 – already distributed
- 4. Brief Report from County Councillor on matters affecting this Parish**
- 5. Brief Report from District Councillor on matters affecting this Parish**
- 6. Community Right to Bid** – discussion about nominating Dean Public House as an asset of the Community
- 7. Traffic Action Committee, including Community Speedwatch and SID** – to receive any new information.
- 8. Planning Committee** - to receive a verbal report from the Chairman, including consideration of any applications received since the last meeting
- 9. Winter Management Plan** – to review and update existing plan
- 10. Graffiti Removal** - to receive an update
- 11. Defibrillator** – to receive a verbal update
- 12. NHB / Signs for Binderton** - Clerk to provide update to Council
- 13. Finance**
  - a. To note receipts and approve payments – **to follow**
  - b. To approve the regular Bank Reconciliation - **to follow**
- 14. Review and approve the following:**
  - a. Asset Register – **attached**
  - b. Standing Orders – **attached**
  - c. Financial Regulations – **attached**

d. Risk Assessment - **attached**

e. Reappointment of internal auditor

**15. Correspondence** - to confirm continuation of electronic report and agenda item for each meeting

**16. Approve and set dates for 2017/18 Meetings – attached**

**17. Items for inclusion in next agenda**

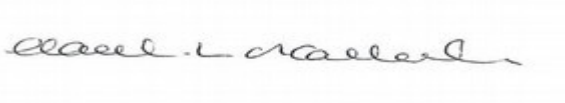
**18. Any other matters** for information only.

**19. Date of Next Meeting – Wednesday 10 May 2017 at 7.30pm**

**20. Exclusion of Press and Publicity**

**21. Pension Update** – Clerk to provide update on process needed to join LGPS scheme

Signed:



Clerk to the Council

8<sup>th</sup> March 2017