



Councillors are hereby summoned to attend a meeting of East Dean and Friston Parish Council to be held in the Small Hall of the Village Hall, East Dean on Thursday 2nd October 2025 commencing at 7.30 pm or immediately following Planning Committee

East Dean and Friston Parish Council will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations and volunteers, with civility and respect in their role.

Members of the public and press have a right, and are welcome, to attend meetings of the Council, and to speak during the Public Session. Meetings may be recorded.

Phil Burgess
Clerk to the Council
27th September 2025

PARISH COUNCIL AGENDA

Public Session

Council Session

1. Appointment of Chair.
2. Apologies for absence.
3. Declarations of interest for items on the agenda.
4. Co-option of new councillor and signing of declaration of acceptance of office.
5. Member of Parliament Report
6. County Councillor report.
7. District Councillor report & Ward Members' grant details. (Report Item 7).
8. To approve the minutes of the Parish Council meeting held on 7th August 2025.
9. Matters Arising from the minutes.
10. Update on actions from the meeting of 7th August 2025. (Report Item 10)

FOR DECISION:

- 11. Greensward Litter Bin.** To consider a new litter bin for the proposed picnic area on the Greensward.
- 12. Payments and Receipts** (Report Item 12) To note payments and receipts for August and September 2025.
- 13. Bank Balances & Reconciliations.** (Report Item 13). To note Current balances for all accounts as at 31st *August* (Total £112,231.20). Chair to sign reconciliations.
- 14. External Auditors report.** (Report Item 14) To note the attached report showing no issues with the 24-25 Annual Governance and Accounts Return.
- 15. Communication with Residents and Volunteers.** (Report Item 15) To consider measures to improve communication.
- 16. Parish Council Policies** (report Items 16a-e) To review and agree the following policies:
 - a) Code Of Conduct for councillors (as defined by LGA)
 - b) Code of Conduct for employees
 - c) Civility and respect Councillor and Employee (LGA)
 - d) E-mail and Internet Usage
 - e) Training and Development.
- 17. Pavilion Project.**
 - a) To agree the next steps in the Minutes of the project group dated 18th September
 - b) To confirm membership of the committee as follows: Jason Woodford, Mark Pankhurst, Cllrs Baker, Fowler, Harvey, Hill, Morris & Seeley. Also to consider whether to appoint members from other groups at this stage.
- 18. Fly-tipping on Downs View Lane.** (Report item 18) To consider measures to prevent further fly-tipping.
- 19. New Bin for Greensward.** (Report item 19) To consider the purchase of a new bin.
- 20. Social Media** (Report Item 20) To consider further information outlets and appoint a lead councillor.
- 21. War Memorial** (Report Item 21) To consider whether cleaning/refurbishment is required.

FOR NOTING:

22. Urgent Items not on the Agenda which the Chair is of the opinion should be considered as a matter of urgency. No decision will be made.

23. Old e-mail format. To note there are still e-mails circulating in the old .org format. Please re-check e-address books & delete these. This has been included in the Parish magazine report and council project groups.

24. Reports

- a) Chair of the Council
- b) Defibrillators
- c) Neighbourhood Plan Steering Group. *Examiner's report expected shortly. Cllr Seeley to report from last meeting.*
- d) Rights of Way and Highways
- e) Tree Warden
- f) Recreation Ground
- g) Downlands Estate Management Group.
- h) Traffic Group

25. Correspondence. None.

26. Date of next meeting: Thursday 6th November 2025 at 7.30 pm (following Planning Committee).