



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 5th June 2025 commencing at 7.30 pm

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
2nd June 2025

PARISH COUNCIL AGENDA

Public Session

Council Session

1. Appointment of Chair for this meeting.
2. Apologies for absence.
3. Declarations of interest for items on the agenda.
4. Member of Parliament Report. (Report Item 4). Written report attached and an offer to visit the parish during the summer parliamentary recess. Suggested dates required.
5. County Councillor report.
6. District Councillor report
7. To approve the minutes of the parish council meeting held on 6th May 2025.
8. Matters Arising from the minutes.
9. Update on Actions from the meeting of 6th May 2025. (report Item 9).

FOR DECISION:

10. **Planning Terms of reference. (Report Item 10)** To consider a revision to the Terms of Reference of the Planning Committee to accommodate urgent decisions.
11. **Donation to RBL. (Report Item 11)** To consider the donation to Royal British Legion following the VE Day event.
12. **Charity of the Year 2025/26. (Report Item 12)** To select a charity (or charities) of the year for the council to support in 2025/26. (Deferred from May Meeting).
13. **Annual Governance and Accountability Return AGAR 2025 – Governance (Report Item 13)**
 - a) To review and approve the governance statement for the year 2024-2025 (AGAR Section1) and **for the chair and clerk to sign section 1 page 4**).
 - b) To formally confirm the effectiveness of the council's Internal Audit regime for the year 2024-2025.
 - c) To consider and take note of the report of the Internal Auditor 2025 on page 3 of the AGAR. (Report Item 13c).
14. **AGAR 2025 – Accounts (Report Items 13 & 14)**
 - a) To consider and approve the Annual Accounting Statements 2025, with supporting end of year bank reconciliation and Explanation of Variances. **The Chair to sign Section 2 Page 5 of AGAR.**
 - b) To approve the suggested period from Monday 30th June to Friday 8th August 2025 for the exercise of electors' rights in relation to the Annual Return prior to submission to the External Auditor.
 - c) To note and approve the overall bank and investment reconciliation as at 31st March 2025. (Report Item 14c)
 - d) To note and approve the listing of significant variances between 23/4 and 24/5 years. Significant in this instance means 15% and over. (Report Item 14d)
15. **Internal Audit report. (Report Item 15)** To note the findings of the internal auditor and agree the recommendations in page 16 of the report.
16. **Email Communication with Residents. (Report Item 16)** To consider a re-instatement of the circulation list.
17. **Council Awards Scheme. (Report Item 17).** To consider venue dates and format for the ceremony.

18. **Fireworks Event. (Report Item 18).** To consider re-instating the event.

19. **Payments and Receipts (Report Item 19)**

To approve payments to be made in May 2025; and to note payments and receipts for April 2025.

20. **Bank Balances. (Report Item 20).** To note Current balances for all accounts as at 30th May.

21. **Football Posts (report Item 21).** To consider replacing the existing small goal with full size.

22. **Grant Applications. (Report Item 22)** To consider a grant application from Action Against Abuse.

23. **Community Speedwatch. (Report Item 23)** To consider re-instating the group.

FOR NOTING:

24. **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.

25. **Reports**

- a) Chair of the Council
- b) Defibrillators
- c) Neighbourhood Plan Steering Group
- d) Rights of Way and Highways (in particular Ridgeway to Old Willingdon Rd)
- e) Tree Warden
- f) Recreation Ground
- g) Downlands Estate Management Group
- h) Traffic Group (EDF, BHC and NT) (Report item 25h)

26. **Correspondence (Report Items 26).**

- a) Overnight Closures East Dean Rd Except Mon 16th- Fri 20th June.
- b) Police and Crime Commissioner (Safer in Sussex Survey).
- c) Rude Mechanical Theatre Company to perform on the Recreation Ground Weds 2nd July.

27. **Date of next meeting: Thursday 3rd July 2025 at 7.30 pm**