



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: **Beccy Anderson**

Westhampnett Community Hall

Hadrian Drive

Westhampnett

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To Westhampnett Parish Councillors:

Cllr W Holden, Cllr D Plummer, Cllr S Burborough, Cllr T Ashcroft, Cllr S James, Cllr O'Meara, Cllr C McLeish and Cllr N Jackson

I hereby give notice that a **Full Council Meeting** of the Parish Council will be held at Westhampnett Community Hall, Hadrian Drive, Westhampnett, PO18 0FP on **Monday 10TH February 2025 at 7pm** and you are hereby summoned to attend such meeting.

Beccy Anderson, Clerk to the Council

5th February 2025

AGENDA

1	<u>OPEN MEETING & TAKE APOLOGIES FOR ABSENCE</u>	<u>Chair</u>
2	<u>DISCLOSURE OF INTERESTS:</u> To receive from members declarations of Disclosable Pecuniary Interests or Non-Pecuniary Interests, in addition to those listed attached in relation to any items included on the agenda for this meeting, in accordance with Localism Act 2011 s. 29 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.	<u>ALL</u>
3	<u>PUBLIC QUESTION TIME</u> (5 minutes) - <i>prior notice of any question to the Parish Clerk please</i>	
4	<u>REPORTS FROM EXTERNAL BODIES:</u> including District Councillor (Henry Potter) and County Councillor (Jeremy Hunt) and local organisations; reports to be submitted by email to the Parish Clerk for circulation to Councillors prior to the meeting. Questions to be taken at the meeting.	
5	<u>CONFIRM MINUTES OF THE:-</u> (i) Full Parish Council Meeting 13th January 2025	<u>ALL</u>
6	<u>CHAIR'S ANNOUNCEMENTS –</u>	<u>Chair</u>
7	<u>PLANNING</u> Councillors to note/discuss and approve any appropriate actions needed.	<u>Cllr SB</u> <u>ALL</u>
8	<u>PAYMENT APPROVAL</u> Councillors to approve:- (i) February 2025 online payments	<u>ALL</u>
9	<u>BANK RECONCILIATION</u> Councillors to approve (i) Barclays Bank Reconciliation for January 2025	<u>ALL</u>
10	<u>COMMUNITY HALL</u> (i) Councillors to note Cllr Ashcroft will report update on general matters at the March 2025 meeting (ii) Report from Cllr Plummer regarding the Community Hall development plans. (iii) Councillors to review and approve the quotation from the preferred builder, NJS.	<u>Cllr DP</u> <u>ALL</u>

	(iv) Councillors to approve request to CDC for funding to be released for fees for architects and planning professionals, including agreement of schedules.	
11	<u>ALLOTMENTS</u> (i) Councillors to be updated in regard to the handover of the Allotments from the developer of Madgwick Park to the Parish Council. (ii) Councillors to approve the Madgwick Park Allotments Management Plan (Dec 2024) (iii) Councillors to approve the Allotment Plot rental charges for 2025.	<u>Cllr DP</u> <u>ALL</u>
12	<u>INSTALLATION OF SPEED INDICATOR DEVICES (SID's)</u> Councillors to be updated as to the purchase of SID's	
13	<u>DATE OF NEXT MEETING:</u> Monday 10 th March 2025, 7pm	<u>Chair</u>
14	<u>CLOSE MEETING</u>	<u>Chair</u>

ITEM 8 FEBRUAY 2025 PAYMENTS

INVOICE NO	Invoice Date	Payee	Details	Payments
FEBRUARY 2025 PAYMENTS				
51	01/01/25	Mark Short	Comm Hall window cleaning	70.00
04602741	14/01/25	Green Thumb	Grass treatment Jan 2025	872.50
5352495	22/01/25	Viking Payments	Comm Hall toilet rolls	71.95
45UD062-008	01/02/25	Geosphere	Parish Online subscription	54.00
101	01/02/25	Chris Maher	Hall Mgr time Jan 2025	708.00
8001816097	31/01/25	WSCC	Clerks pay & oncosts Jan 25	3,336.83
03/02/25	03/02/25	Alison Oakley	Re-imbusement Comm Hall plant pots	5.25
INV-2259	26/01/25	Green Clean (UK) Ltd	Hall cleaning, 26/01 - 25/02/2025	222.00
138759	25/01/25	DM Chainsaws	Service Toro Timemaster	155.58
606004329345	24/01/25	Scottish Power	VG electricity *	95.03
220412	23/10/24	Sussex Christmas Trees	Christmas trees **	321.00
		* Will pay by debit card as previous online payment failed		
		** Paid in Oct 24 but chq lost by supplier		
			TOTAL	5,912.14

ITEM 9 JANUARY 2025 BANK RECONCILIATION

WPC Current Account Bank Reconciliation @ 31st January 2025

Bank Balance @ 1st January 2025	47,163.24
Add income	0.00
Less payments	5,888.20
Less: Unpresented cheques	321.00
 Net bank balance @ 31st January 2025	40,954.04

CASH BOOK

Opening balance @ 01/01/2025	46,842.24
 Add receipts for January 2025	0.00
Less Payments for January 2025	5,888.20
 Balance carried forward	40,954.04