



# WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: **Beccy Anderson**

Westhampnett Community Hall

Hadrian Drive

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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 14<sup>TH</sup> April 2025 at 7pm** and you are hereby summoned to attend such meeting.

Beccy Anderson, Clerk to the Council

9<sup>th</sup> April 2025

## AGENDA

1	<b><u>OPEN MEETING &amp; TAKE APOLOGIES FOR ABSENCE</u></b>	<b><u>Chair</u></b>
2	<b><u>DISCLOSURE OF INTERESTS:</u></b> 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.	<b><u>ALL</u></b>
3	<b><u>PUBLIC QUESTION TIME</u></b> (5 minutes) - <i>prior notice of any question to the Parish Clerk please</i>	
4	<b><u>REPORTS FROM EXTERNAL BODIES:</u></b> 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	<b><u>CONFIRM MINUTES OF THE:-</u></b> (i) Full Parish Council Meeting 10th March 2025	<b><u>ALL</u></b>
6	<b><u>CHAIR'S ANNOUNCEMENTS –</u></b> (i) The Chair to note the new website gov.uk domain and the new gov.uk Parish Council email addresses (ii) The Chair to update councillors re local government re-organisation/devolution proposal	<b><u>Chair</u></b>
7	<b><u>PLANNING</u></b> Councillors to note (ii) 24/02918/OUTEIA Land At Temple Bar Junction Stane Street Strettington Boxgrove West Sussex, Outline application some matters reserved except Access and Landscaping – Response submitted to CDC on 21/03/2025	<b><u>ALL</u></b> <b><u>Cllr SB</u></b>
8	<b><u>PAYMENT APPROVAL</u></b> Councillors to approve:- (i) April 2025 online payments (ii) Grant Payments to KSS Air Ambulance (£400) and St Peter's Church (£1,200) and St Wilfrid's Hospice (suggested amount £400 TBA)	<b><u>ALL</u></b>
9	<b><u>BANK RECONCILIATION</u></b> Councillors to approve (i) Barclays Bank Reconciliation for March 2025	<b><u>ALL</u></b>

10	<b>2024/2025 YEAR END/AUDIT</b> (i) Councillors to note the date of the Internal Audit meeting is 12 <sup>th</sup> May 2025, with the 2024.2025 Year End AGAR to be approved at the 9 <sup>th</sup> June 2025 Full Council meeting (ii) Councillors to agree a date for the Finance Committee to meet.	<u>Clerk</u>
11	<b>NS&amp;I BANK ACCOUNT</b> Councillors to approve (and sign) a resolution to name the signatories of the NS&I account as:- Cllr David Plummer Cllr Windsor Holden Cllr Clair McLeish Clerk Beccy Anderson	<u>ALL</u>
12	<b>COMMUNITY HALL</b> (i) Cllr Ashcroft will report update on general matters. (ii) Community Hall Development – The Clerk to give an update.	<u>Cllr TA</u> <u>ALL</u>
13	<b>WESTHAMPNETT VILLAGE GREEN WORKS</b> Councillors to note the installation of a Notice Board, 3 benches and re-installation of the Table tennis Tables	<u>ALL</u>
14	<b>PLAYGROUND IMPROVEMENTS</b> Councillors to review any proposals/quotations received.	<u>Cllr TA</u> <u>ALL</u>
15	<b>MODEL STANDING ORDERS</b> Councillors to approve the updated standing orders as per the WSALC recommendation.	<u>ALL</u>
16	<b>BLUE PLAQUE FOR JAMES LILLYWHITE IN WESTERTON/WESTHAMPNETT</b> Councillors to be updated	<u>west</u>
17	<b>DATE OF NEXT MEETING:</b> Monday 12th May 2025, 7pm	<u>Chair</u>
18	<b>CLOSE MEETING</b>	<u>Chair</u>

#### ITEM 9 APRIL 2025 PAYMENTS

Payment date	INVOICE NO	Payee	Details	Payments £
	<b>APRIL 2025 PAYMENTS</b>			
12/04/25	70	RM Huntingford	Grass cutting 13 & 28/03/2025	560.00
12/04/25	8001829384	West Sussex County Council	Clerks' payroll & oncosts March 25	3,336.83
12/04/25	INV052863	Marmax Recycled Products	Benches	1,452.00
12/04/25	13468	AES Alarms Ltd	Battery replacement	54.00
12/04/25	INV-2282	Greenclean	Comm Hall cleaning 26/03-25/04/25	222.00
12/04/25	11	Chris Maher	March 25 Hall Mgr hours	666.00
12/04/25	1953	WSALC	WSALC/NALC subscription 25/26	520.58
12/04/25	12/04/25	Linda Lanham	Re-imburement for Wix.com	230.40
12/04/25	12/04/25	Linda Lanham	Re-imburement Google One	15.99
12/04/25	8001830231	West Sussex County Council	Payroll Servs.10/24 to 03/25	57.38
12/04/25	12/04/25	KSS Air Ambulance Charity	Grant Payment	400.00
12/04/25	12/04/25	Parochial Church of Westhampnett	Grant Payment	1,200.00
12/04/25	12/04/25	St Wilfrid's Hospice	Grant Payment	400.00
			<b>TOTAL</b>	<b>9,115.18</b>

## ITEM 10 MARCH 2025 BANK RECONCILIATION

### WPC Current Account Bank Reconciliation @ 31st March 2025

<b>Bank Balance @ 1st March 2025</b>	<b>34,425.89</b>
Add income	0.00
Less payments	<b>5,909.95</b>
Less: Unpresented cheques	
Net bank balance @ 31st March 2025	<b>28,515.94</b>

### **CASH BOOK**

Opening balance @ 01/03/2025	34,425.89
Add receipts for March 2025	0.00
Less Payments for March 2025	5,909.95
Balance carried forward	<b>28,515.94</b>