



To All Councillors

A Meeting of Chailey Parish Council, which you are summoned to attend, will be held on Tuesday 17th March 2015 in the Reading Room, Chailey Green following the meeting of the Planning and Environs Committee.

Members of the public have a right to and are welcome to attend, and an opportunity will be made available to them to speak at the beginning of the meeting, after which they may remain, but must not speak unless invited to do so.

Signed: *V W Grainger*.....Clerk

Date: 10th March 2015.

AGENDA

- 1. To accept apologies for absence.**
- 2. To receive declarations of Interest:**
 - In accordance with section 31 of the Localism Act 2011 members to declare any Disclosable Pecuniary Interests in items on this agenda.
 - Clerk to report any written requests for dispensation in respect of items on this Agenda.
- 3. To receive questions/comments from members of the public.** (This item to be limited to 20 minutes)
To include verbal reports from:
 - Chailey Allotment Association
 - Chailey Sports Club
- 4. To receive Items not on the agenda which the Chair is of the opinion should be considered as a matter of urgency.**
- 5. To agree the Minutes of the Council Meeting held on Tuesday 17th February 2015.**
 - (Previously circulated).
- 6. To confirm scope of Chailey Parish Council Neighbourhood Plan**
 - Briefing note circulated.
- 7. To review appointment of Members to:**
 - Council Committees (list of responsibilities previously circulated)
 - Representatives of Outside Bodies & Positions of Responsibility
- 8. To confirm date of and arrangements for Parish Annual Meeting** (information circulated)
- 9. To note the implications of the Local Audit and Accountability Act to include:**
 - Transparency Rules
 - The New Audit Framework
 - Value for Money requirements (information circulated)
- 10. To receive Financial Reports including:**
 - Financial summaries for February 2015 (reports circulated)
 - Budget Report (report circulated)
 - Approval of items of expenditure (list to follow)
- 11. To confirm Risk Assessment Schedule for 2014/2015** (report circulated).
- 12. To agree expenditure for new Parish Council Noticeboard** (information circulated).
- 13. To receive verbal report from Parish Council Website working group**
 - (LA Code of Practice for publicity circulated)
- 14. To receive verbal reports from Council Representatives on Village Organisations.**

15. **To receive items for information or future discussion.**
16. **To consider items of correspondence for noting and response.**
17. **To note Risk Implications:**
 - To include implications to Crime and Disorder Act 1998 Section 17.
18. **Confidential Information- Exempt Matters:**

To consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (admission to Meetings) Act 1960, s1 in order to discuss item 19 due to the confidential nature of this items.
19. **To consider matters relating to Clerk's contract of employment**
20. **Date of next meeting: Tuesday 28th April 2015 at Reading Room, Chailey Green**