



22 Elder Close  
Portslade  
Brighton  
BN41 2ER

**Clerk to the Council:** Elizabeth Leggo  
**Tel:** 07738664449  
**e-mail:** [ashurstclerk@outlook.com](mailto:ashurstclerk@outlook.com)

**TO: ALL MEMBERS OF ASHURST PARISH COUNCIL**

Councillors are respectfully summoned to attend the Annual Meeting of Ashurst Parish Council on **Thursday 19<sup>th</sup> May 2022 at 7.30pm at Ashurst Village Hall** for the transaction of the business on the Agenda below.

Elizabeth Leggo  
Clerk to the Council  
14<sup>th</sup> May 2022

*Following the Local Audit and Accountability Act 2014, and with regard to regulations on Access to Local Government Meetings, members of the public are advised that they have a right to film/record the meetings of Ashurst Parish Council. Members of the public are also advised that by attending a meeting of Ashurst Parish Council, they give their consent to being filmed/recorded by other members of the public, if such activity is taking place.*

## **AGENDA**

- 1. Election of Chairman.** To elect a Chairman for the coming year and for the Chairman to sign his/her acceptance of office.
- 2. Election of Vice Chairman.** To elect a Vice Chairman for the coming year and for the Vice Chairman to sign his/her acceptance of office.  
**To discuss any questions submitted by the public.**
- 3. Apologies for Absence.**
- 4. Declaration of Members' Interests.**
- 5. Minutes of the Meeting of 24<sup>th</sup> March 2022\* and of the Extraordinary Meeting of 25<sup>th</sup> April 2022\*.**  
The minutes, subject to any amendments, to be approved and signed as a true record of the two meetings.  
The Chairman will sign a copy of the two sets of minutes.
- 6. Reports from District & County Councillors.**
- 7. Outstanding Actions.** To clarify and report on actions brought forward from the last meeting.
- 8. Recreation Ground Matters.** To discuss any matters concerning the Recreation Ground including:
  - To approve the Annual Accounts for 2021/22\*
  - To approve and sign the income and expenditure for 2021/22.
  - To sign the forms to change the signatory on the bank account to the new Clerk.
  - To confirm a date to meet at the Recreation Ground to have a clear up.
  - To discuss the potential usage of the Ground by a new football club.
- 9. Planning Matters.** To comment on planning applications received from Horsham District Council.  
**DC/22/0397:** Relocation of 1 no. approved timber holiday cabin. Site: Furzefield Farm, Honeybridge Lane, Ashurst, West Sussex

- 10. Planning Decisions from HDC.** To receive decisions on planning applications from HDC.
- 11. Financial Matters.**
- To receive the report on the Council's income and to approve future expenditure.
  - To confirm the appointment of Mulberry & Co as Internal Auditors and of Moore UK as External Auditor.
  - To note the remaining balance of the Public Works Loan.
  - To discuss online banking.
  - To sign the forms to change the signatory on the bank account to the new Clerk.
- 12. Certificate of Exemption.** To approve the Certificate of Exemption from external audit for the Annual Governance and Accountability Return for 2021/22.
- 13. Annual Governance Statement\*.** To review and approve by Resolution the Annual Governance Statement 2021/22.
- 14. Accounting Statements\*.** To review and approve by resolution the Accounting Statements for 2021/22.
- 15. Limited Assurance Review.** To decide whether to have a Limited Assurance Review for the year 2021/22.
- 16. Standing Orders and Financial Regulations\*.** To review and adopt Standing Orders and Financial Regulations
- 17. WSALC Update.** To receive any updates from West Sussex Association of Local Councils.
- 18. HALC Update.** To receive an update from Cllr Fischel.
- 19. Appointment of Representatives for HALC & WSALC.** To appoint two councillors to represent Ashurst Parish Council at any future meetings of HALC and WSALC.
- 20. Rampion 2 Wind Farm.** To receive any updates from Cllr Knight.
- 21. Grants.** To decide whether the Council will make a grant towards St Barnabas Hospice for the Hospice at Home Night Service.
- 22. Broadband in Ashurst.** To receive an update from Cllrs Knight and Nicholson.
- 23. Trees and footpaths.** To receive an update from Cllr Fischel.
- 24. GDPR.** Reminder to delete all emails over 6 months old.
- 25. Ukraine Crisis.** To discuss any actions the Council might take.
- 26. Correspondence.** To discuss recent significant correspondence, either by letter or email, and respond as appropriate, including:
- Invitation to a Parish Council Safari at the Knepp Estate on 7<sup>th</sup> July.
  - Free Net Zero Workshop – Tuesday 24<sup>th</sup> May.
- 27. Reports from Outside Bodies.**
- 28. Information Items.** To receive information and items for the agenda at future meetings.

**To confirm provisional date of the next Meeting of the Council: 21<sup>st</sup> July 2022.**

\*Documents circulated to all councillors with the agenda or by emails previously forwarded.